

**REVENUES  
GENERAL FUND - FUND 110**

**Budget Summary**

<b>Taxes</b>	
	41000

		2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
41110	General Property Taxes	1,604,675	1,668,950	1,668,950	1,760,725	5.50%
41150	Managed Forest Land Taxes	21	-	19	-	-----
41310	Water Utility Tax Equivalent	115,171	110,000	110,000	110,000	0.00%
41320	Taxes from Other Tax Exempt Entities	3,089	3,250	4,000	3,250	0.00%
	<b>Total TAXES Revenue</b>	<b>1,722,957</b>	<b>1,782,200</b>	<b>1,782,969</b>	<b>1,873,975</b>	<b>5.15%</b>

<b>Special Assessments</b>	
	42000

		2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
42300	Spec Assess for Street Improvements	-	-	-	-	-----
42400	Special Assess for Street Facilities	-	-	-	-	-----
	<b>Total SPECIAL ASSESSMENTS Rev</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-----</b>

<b>Intergovernmental Revenues</b>	
	43000

		2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
43200	Federal Grants	-	-	-	-	-----
43410	State Shared Revenues	104,908	106,800	106,800	108,000	1.12%
43420	Fire Insurance	15,885	16,000	16,716	16,500	3.13%
43510	Expenditure Restraint - Computer Aid	66,401	5,500	5,500	5,500	0.00%
43520	State - Public Safety Grants	-	-	-	-	-----
43530	State - Highway Aid	274,315	315,400	315,400	316,100	0.22%
43540	State - Recycling Grant	6,610	6,600	6,610	6,600	0.00%
43550	State - Personal Property Aid	11,894	1,200	1,172	-	-100.00%
43560	State - Video Service Provider Aid	-	5,150	5,150	10,300	100.00%
43600	Other State Payment	-	-	64,800	-	-----
	<b>Total INTERGOVERNMENTAL Rev</b>	<b>480,013</b>	<b>456,650</b>	<b>522,148</b>	<b>463,000</b>	<b>1.39%</b>

**REVENUES  
GENERAL FUND - FUND 110**

**Budget Summary**

<b>Licenses and Permits</b>	
	44000

		2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
44100	Liquor and Malt Beverages	9,430	9,000	8,500	9,000	0.00%
44120	Other Business and Occupational	51,770	46,000	46,000	41,000	-10.87%
44200	Nonbusiness Licenses	1,375	1,500	2,075	2,000	33.33%
44300	Building Permits and Inspection Fees	25,214	38,000	30,000	50,000	31.58%
44400	Zoning Permits and Fees	4,568	1,000	2,500	1,250	25.00%
44900	Other Regulator Permits and Fees	439	750	500	500	-33.33%
	<b>Total LICENSES AND PERMITS Rev</b>	<b>92,796</b>	<b>96,250</b>	<b>89,575</b>	<b>103,750</b>	<b>7.79%</b>

<b>Fines, Forfeits, &amp; Penalties</b>	
	45000

		2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
45110	Court Penalties and Costs	13,628	20,000	11,000	20,000	0.00%
45190	Other Law and Ordinance Violations	-	-	-	-	-----
	<b>Total FINES, FORFEITS, &amp; PENALTIES</b>	<b>13,628</b>	<b>20,000</b>	<b>11,000</b>	<b>20,000</b>	<b>0.00%</b>

<b>Public Charges for Services</b>	
	46000

		2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
46100	General Government	1,847	2,000	2,000	2,000	0.00%
46211	Juvenile Program	5	-	-	-	-----
46212	School Officer Reimbursement	41,532	42,000	13,000	42,000	0.00%
46220	Fire Protection Fees	6,117	6,250	6,250	6,250	0.00%
46300	Transportation	-	-	-	-	-----
46400	Sanitation and Utilities	7,097	5,000	5,000	5,000	0.00%
46720-101	Parks General Revenue	1,437	2,250	1,145	2,250	0.00%
46720-102	Parks Improvement Fund	-	11,300	-	-	-100.00%
46720-103	Parks Concessions	3,130	2,500	-	2,500	0.00%
46725	Recreation	169,527	122,000	80,000	122,000	0.00%
46726	Baer Park Improvement	4,260	6,500	1,255	-	-100.00%
46734-101	Pool General Revenue	69,647	70,150	50,000	70,150	0.00%
46734-102	Pool Improvement Fund	6,365	6,000	-	23,000	283.33%
46734-103	Pool Concessions	2,837	4,500	-	4,500	0.00%
46736	After School Program Fees	55,852	39,000	20,000	39,000	0.00%
46760	Schools	1,634	2,500	780	2,500	0.00%
46800	Community Development	68,907	30,000	55,000	30,000	0.00%
	<b>Total PUBLIC CHARGES Rev</b>	<b>440,195</b>	<b>351,950</b>	<b>234,430</b>	<b>351,150</b>	<b>-0.23%</b>

**REVENUES  
GENERAL FUND - FUND 110**

**Budget Summary**

<b>Intergovernmental Charges for Services</b>	
	47000

		2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
47410	TIF Administration Reimbursement	228	2,500	2,500	2,500	0.00%
47420	Water Utility Reimbursement	-	-	-	-	-----
47430	Sewer Utility Reimbursement	-	-	-	-	-----
	<b>Total INTERGOVERNMENTAL CHARGES</b>	<b>228</b>	<b>2,500</b>	<b>2,500</b>	<b>2,500</b>	<b>0.00%</b>

<b>Miscellaneous Revenues</b>	
	48000

		2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
48000	Miscellaneous Revenue	10,431	5,000	5,000	5,000	0.00%
48100	Interest	83,081	15,000	35,000	15,000	0.00%
48200	Rent	2,825	2,750	2,750	2,750	0.00%
48300	Property Sales	-	-	-	-	-----
48400	Insurance Dividend	5,728	6,000	6,000	6,000	0.00%
	<b>Total MISCELLANEOUS Revenue</b>	<b>102,065</b>	<b>28,750</b>	<b>48,750</b>	<b>28,750</b>	<b>0.00%</b>

<b>Other Financing Sources</b>	
	49000

		2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
49100	Proceeds of Long-term Debt	-	-	-	-	-----
49200	Transfers from Other Funds	-	-	48,418	-	-----
49300	Fund Balance Applied	-	10,000	-	-	-100.00%
	<b>Total OTHER FINANCING SOURCES</b>	<b>-</b>	<b>10,000</b>	<b>48,418</b>	<b>-</b>	<b>-100.00%</b>

<b>Total Budget Revenues</b>	<b>2,851,881</b>	<b>2,748,300</b>	<b>2,739,790</b>	<b>2,843,125</b>	<b>3.45%</b>
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**VILLAGE BOARD  
GENERAL FUND - FUND 110**

**MISSION STATEMENT:**

To provide necessary leadership and adopt policies that will result in excellence and efficiency in municipal services.

**PROGRAM DESCRIPTION:**

The Village Board meets on the fourth Monday of each month to take action on the issues that have been referred to them from Committees/Commissions. All meetings are held at the Village Hall in an open format that includes public comment and discussion regarding each meetings agenda. The Village Board is made up of residents who are non-partisan and elected at-large to two year overlapping terms. The election for these positions is held annually on the first Tuesday in April.

**PROGRAM OBJECTIVES:**

Establish the policies, programs, and services of the Village.

Provide improved communication through Village Website, Newsletter, and other formats.

**VILLAGE BOARD BUDGET SUMMARY**

	2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
Total Personnel Services Expense	10,520	10,775	10,775	10,775	0.00%
Total Contractual Services Expenses	11,605	4,900	4,157	4,900	0.00%
Total Supplies and Expenses	964	700	1,450	700	0.00%
<b>Total Expenditures</b>	<b>23,088</b>	<b>16,375</b>	<b>16,382</b>	<b>16,375</b>	<b>0.00%</b>

**VILLAGE BOARD (Continued)**  
**GENERAL FUND - FUND 110**

EXPENDITURES

*PERSONNEL SERVICES*

		2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
51100						
101	Village President	2,400	2,400	2,400	2,400	0.00%
102	Village Trustees	7,200	7,200	7,200	7,200	0.00%
103	Boards/Commission Members	170	400	400	400	0.00%
174	Social Security	600	625	625	625	0.00%
175	Medicare	150	150	150	150	0.00%
<b>Total PERSONNEL SERVICES Expense</b>		<b>10,520</b>	<b>10,775</b>	<b>10,775</b>	<b>10,775</b>	<b>0.00%</b>

*CONTRACTUAL SERVICES*

		2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
51100						
201	Postage	1,478	-	-	-	-----
204	Dues & Subscriptions	3,186	3,250	3,257	3,250	0.00%
205	Meetings	239	400	400	400	0.00%
206	Printing	6,506	1,250	500	750	-40.00%
207	Support Services	196	-	-	500	-----
<b>Total CONTRACTUAL SERVICES Expense</b>		<b>11,605</b>	<b>4,900</b>	<b>4,157</b>	<b>4,900</b>	<b>0.00%</b>

*SUPPLIES AND EXPENSES*

		2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
51100						
302	Technology	535	500	1,250	500	0.00%
304	Supplies	429	200	200	200	0.00%
<b>Total SUPPLIES AND EXPENSES</b>		<b>964</b>	<b>700</b>	<b>1,450</b>	<b>700</b>	<b>0.00%</b>

<b>Total VILLAGE BOARD Expense</b>	<b>23,088</b>	<b>16,375</b>	<b>16,382</b>	<b>16,375</b>	<b>0.00%</b>
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EXPENDITURES

Notes:

PERSONNEL SERVICES

- 101** The current salary for the Village President is \$200 per month.
- 102** The current salary for Village Trustees is \$100 per month.
- 103** Resident members appointed to the Plan Commission receive \$10 per meeting attended.

CONTRACTUAL SERVICES

- 204** Includes Village membership in the League of Wisconsin Municipalities, Dane County Cities & Villages Association, and Cross Plains-Berry Historical Society.
- 206** Includes funding for the limited quantity printing of bi-monthly Village Newsletters.

**MUNICIPAL COURT  
GENERAL FUND - FUND 110**

**MISSION STATEMENT:**

To provide for the efficient administration of the municipal justice system in the Village of Cross Plains.

**PROGRAM DESCRIPTION:**

The Municipal Court has jurisdiction over actions involving violations of municipal ordinances under which the penalty is a forfeiture.

**PROGRAM OBJECTIVES:**

Continue mandatory judicial and clerk training to keep abreast of new laws and to ensure efficient operation of the court.

Ensure fair and impartial treatment.

**MUNICIPAL COURT BUDGET SUMMARY**

	2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
Total Personnel Services Expense	19,431	19,650	19,650	19,975	1.65%
Total Contractual Services Expenses	7,378	9,150	9,150	9,150	0.00%
Total Supplies and Expenses	357	200	200	200	0.00%
<b>Total Expenditures</b>	<b>27,166</b>	<b>29,000</b>	<b>29,000</b>	<b>29,325</b>	<b>1.12%</b>

**MUNICIPAL COURT (Continued)**  
**GENERAL FUND - FUND 110**

**EXPENDITURES**

*PERSONNEL SERVICES*

		2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
51200						
101	Municipal Judge	3,900	3,900	3,900	3,900	0.00%
102	Court Clerk	11,555	11,700	11,700	11,850	1.28%
171	Health Insurance	1,750	1,750	1,750	1,900	8.57%
172	Dental	200	200	200	200	0.00%
173	Retirement	825	850	850	875	2.94%
174	Social Security	950	975	975	975	0.00%
175	Medicare	225	225	225	225	0.00%
176	Life Insurance	26	50	50	50	0.00%
<b>Total PERSONNEL SERVICES Expense</b>		<b>19,431</b>	<b>19,650</b>	<b>19,650</b>	<b>19,975</b>	<b>1.65%</b>

*CONTRACTUAL SERVICES*

		2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
51200						
201	Postage	101	200	200	200	0.00%
202	Communication	506	500	500	500	0.00%
204	Dues and Subscriptions	795	900	900	900	0.00%
205	Meetings	164	300	300	300	0.00%
207	Support Services	2,377	2,750	2,750	2,750	0.00%
208	Legal Fees	3,435	4,500	4,500	4,500	0.00%
<b>Total CONTRACTUAL SERVICES Expense</b>		<b>7,378</b>	<b>9,150</b>	<b>9,150</b>	<b>9,150</b>	<b>0.00%</b>

*SUPPLIES AND EXPENSES*

		2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
51200						
304	Supplies	357	200	200	200	0.00%
<b>Total SUPPLIES AND EXPENSES</b>		<b>357</b>	<b>200</b>	<b>200</b>	<b>200</b>	<b>0.00%</b>

<b>Total MUNICIPAL COURT Expense</b>		<b>27,166</b>	<b>29,000</b>	<b>29,000</b>	<b>29,325</b>	<b>1.12%</b>
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**EXPENDITURES**

Notes:

**PERSONNEL SERVICES**

- 102** The Court Clerk position is a combined position with the Administrative Assistant position in the Police Department. 25% of the salary for that combined position is charged to the Municipal Court Budget.

**CONTRACTUAL SERVICES**

- 207** This includes the annual maintenance fee for the Court Management Software and jail boarding costs associated with municipal warrants.

**VILLAGE ADMINISTRATION  
GENERAL FUND - FUND 110**

**MISSION STATEMENT:**

To coordinate the operations of the various departments, consistent with the policies established by the Village Board, in an efficient, responsive, and service oriented manner.

**PROGRAM DESCRIPTION:**

Village Administration provides general staffing for the Village Hall providing a variety of services including but not limited to licensing, permitting, zoning, utility billing, property taxes, records management, general customer service, recreation registration, and other related services. The Village Administrator oversees the day to day operations of the village, assists the boards/commissions, and other special projects as they arise. The Finance Director/Treasurer responsibilities include office management, day to day financial oversight, payroll, water/sewer billing, and other tasks as assigned. The Deputy Clerk-Treasurer assists with election responsibility, bill coding and disbursement, time card entry, general customer service, and other record keeping. The Administrative Assistant is part-time and assists in general daily responsibilities including getting the mail, going to the bank, tracking building permits, general filing, customer service, telephone calls, and other tasks as assigned.

**PROGRAM OBJECTIVES:**

Implement policies, programs, and services established by the Village Board.

Oversee the preparation of information including: newsletters, website, letters, memos, and press releases.

Represent the Village in intergovernmental matters at the federal, state, and county level.

**VILLAGE ADMINISTRATION BUDGET SUMMARY**

	2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
Total Personnel Services Expense	161,453	171,550	172,575	186,800	8.89%
Total Contractual Services Expenses	27,771	35,250	27,575	35,450	0.57%
Total Supplies and Expenses	18,389	18,250	22,750	15,750	-13.70%
<b>Total Expenditures</b>	<b>207,613</b>	<b>225,050</b>	<b>222,900</b>	<b>238,000</b>	<b>5.75%</b>



**VILLAGE ADMINISTRATION (Continued)**  
**GENERAL FUND - FUND 110**

EXPENDITURES

*PERSONNEL SERVICES*

		2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
51410						
101	Administrator/Clerk	43,068	43,500	43,500	43,950	1.03%
102	Finance Director/Treasurer	33,887	34,250	34,250	36,500	6.57%
103	Deputy Clerk-Treasurer	29,628	30,250	30,250	30,700	1.49%
104	Administrative Assistant (p/t)	4,134	4,500	4,500	11,950	165.56%
105	Fire Officer Wages	-	6,050	6,050	6,050	0.00%
110	Bonus Pool	1,989	4,000	3,625	4,100	2.50%
171	Health Insurance	30,690	29,050	30,750	31,300	7.75%
172	Dental	504	1,050	900	900	-14.29%
173	Retirement	7,853	8,150	8,150	9,400	15.34%
174	Social Security	6,817	7,500	7,500	8,500	13.33%
175	Medicare	1,580	1,775	1,625	1,975	11.27%
176	Life Insurance	200	225	225	225	0.00%
177	Income Continuation	-	-	-	-	-----
178	Flexible Spending	1,102	1,250	1,250	1,250	0.00%
<b>Total PERSONNEL SERVICES Expense</b>		<b>161,453</b>	<b>171,550</b>	<b>172,575</b>	<b>186,800</b>	<b>8.89%</b>

*CONTRACTUAL SERVICES*

		2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
51410						
201	Postage	2,159	2,500	2,500	2,500	0.00%
202	Communication	358	1,000	800	1,000	0.00%
204	Dues & Subscriptions	757	1,000	1,025	1,000	0.00%
205	Meetings	2,547	4,500	2,000	4,500	0.00%
206	Printing	1,030	1,750	750	1,750	0.00%
207	Support Services	7,160	1,000	1,000	1,000	0.00%
208	Legal Fees	13,761	23,500	19,500	23,700	0.85%
<b>Total CONTRACTUAL SERVICES Exp</b>		<b>27,771</b>	<b>35,250</b>	<b>27,575</b>	<b>35,450</b>	<b>0.57%</b>

*SUPPLIES AND EXPENSES*

		2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
51410						
301	Equipment	4,133	1,000	1,000	1,000	0.00%
302	Technology	9,872	12,000	16,000	9,000	-25.00%
304	Supplies	2,229	2,750	2,750	2,750	0.00%
306	Programs	-	1,250	1,750	1,750	40.00%
399	Miscellaneous	2,156	1,250	1,250	1,250	0.00%
<b>Total SUPPLIES AND EXPENSES</b>		<b>18,389</b>	<b>18,250</b>	<b>22,750</b>	<b>15,750</b>	<b>-13.70%</b>

<b>Total VILLAGE ADMIN Expense</b>	<b>207,613</b>	<b>225,050</b>	<b>222,900</b>	<b>238,000</b>	<b>5.75%</b>
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**VILLAGE ADMINISTRATION (Continued)**  
**GENERAL FUND - FUND 110**

**EXPENDITURES**

Notes:

**PERSONNEL SERVICES**

- 101** The annual salary for the position is split between the General Fund (50%), Water Utility (25%), Sewer Fund (25%), and TID (determined at year end).
- 102** The annual salary for the position is split between the General Fund (50%), Water Utility (25%), Sewer Fund (25%), and TID (determined at year end). The 2021 Budget includes a 1% wage increase.
- 103** The annual salary for the position is split between the General Fund (70%), Water Utility (15%), and Sewer Fund (15%). The 2021 Budget includes a 1% wage increase.
- 104** This position is part-time budgeted at 1,200 hours per year maximum. The annual salary for the position is split between the General Fund Administration (30%), General Fund Inspections (10%), Water Utility (30%), and Sewer Fund (30%).
- 105** Annual payment for wages for the leadership positions within the Fire Department.

**CONTRACTUAL SERVICES**

- 204** Includes membership for the Administrator to ICMA, WCMA, WMCA, WPELRA, ELGL to assist in training, professional development, and other service improvements.
- 205** Includes the attendance at 2 in state conference, ICMA Annual Conference for Administrator out of state, one person to attend the Municipal Clerk-Treasurer's Institute, and payment for other meetings attended out of the Village.

**SUPPLIES AND EXPENSES**

- 302** Includes general technology funding, including annual website service fees, IT support, and computer/printer replacements as needed.
- 304** Includes general office supplies, paper, envelopes, and other general supplies.
- 306** Dog license fees paid to Dane County.

**ELECTIONS  
GENERAL FUND - FUND 110**

**MISSION STATEMENT:**

To efficiently and effectively administer all elections as required and implement all requirements as imposed by Statutes or Wisconsin Elections Commission.

**PROGRAM DESCRIPTION:**

The Village typically conducts 2-4 elections per year depending on the offices up for election and/or the need for recall elections. The Village Administrator/Clerk is responsible for managing the election process for the Village, coordinating chief inspectors and poll workers, and staying current on applicable law and/or rule changes. Each election when held is from 7 am to 8 pm at the Fire Station. All other registration, absentee voting, or other election related issues are handled at the Village Hall.

**PROGRAM OBJECTIVES:**

Continue to improve and simplify the election process for the voter where possible.

Provide annual election administration training to appointed election workers.

**ELECTIONS BUDGET SUMMARY**

	2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
Total Personnel Services Expense	726	3,750	3,750	3,750	0.00%
Total Contractual Services Expenses	947	1,750	11,300	5,500	214.29%
Total Supplies and Expenses	3,625	1,000	4,250	1,000	0.00%
<b>Total Expenditures</b>	<b>5,298</b>	<b>6,500</b>	<b>19,300</b>	<b>10,250</b>	<b>57.69%</b>

**ELECTIONS (Continued)**  
**GENERAL FUND - FUND 110**

EXPENDITURES

PERSONNEL SERVICES		2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
51440						
101	Chief Inspectors	-	750	750	750	0.00%
102	Election Inspectors	726	3,000	3,000	3,000	0.00%
<b>Total PERSONNEL SERVICES</b>		726	3,750	3,750	3,750	0.00%
CONTRACTUAL SERVICES		2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
51440						
201	Postage	48	250	8,250	4,000	1500.00%
205	Meetings	107	250	600	250	0.00%
206	Printing	542	1,000	2,200	1,000	0.00%
207	Support Services	250	250	250	250	0.00%
<b>Total CONTRACTUALSERVICES</b>		947	1,750	11,300	5,500	214.29%
SUPPLIES AND EXPENSES		2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
51440						
301	Equipment	3,445	500	3,500	500	0.00%
304	Supplies	180	500	750	500	0.00%
<b>Total SUPPLIES AND EXPENSES</b>		3,625	1,000	4,250	1,000	0.00%
<b>Total ELECTIONS Expense</b>		<b>5,298</b>	<b>6,500</b>	<b>19,300</b>	<b>10,250</b>	<b>57.69%</b>

EXPENDITURES

Notes:

PERSONNEL SERVICES

- 101** Two elections are currently scheduled in 2021. There were 4 budgeted in 2020. A single Chief Inspector is used during the day to supervise the election. They are paid \$9.00 per hour.
- 102** Two elections are currently scheduled in 2021. There were 4 budgeted in 2020. 7 poll workers are typically used in two shifts throughout the day per election. They are paid \$8.00 per hour.

**FINANCIAL MANAGEMENT  
GENERAL FUND - FUND 110**

**MISSION STATEMENT:**

To ensure the fiscal integrity of the Village through maintenance of all financial records and collection, investment and disbursement of all funds, and to prepare, maintain, and provide custody for all official documents and records of the

**PROGRAM DESCRIPTION:**

The Village Administrator/Clerk oversees and is responsible for the finances of the Village, and the Finance Director/Treasurer manages the day-to-day financial operations as is needed. The Village is also assisted in these efforts through consultants for Auditing and Financial Advising to help assist staff with required reporting and best practices. Additionally, the Village is required and does complete an annual audit through an independent auditing firm.

**PROGRAM OBJECTIVES:**

Improve the Village's financial management via employee enrichment.

Provide new communication regarding the Village's finances for the board and public.

**FINANCIAL MANAGEMENT BUDGET SUMMARY**

	2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
Total Personnel Services Expense	-	-	-	-	-----
Total Contractual Services Expenses	18,232	18,100	17,700	18,150	0.28%
Total Supplies and Expenses	955	1,000	1,000	1,100	10.00%
<b>Total Expenditures</b>	<b>19,187</b>	<b>19,100</b>	<b>18,700</b>	<b>19,250</b>	<b>0.79%</b>

**FINANCIAL MANAGEMENT (Continued)**  
**GENERAL FUND - FUND 110**

EXPENDITURES

CONTRACTUAL SERVICES		2019	2020	2020	2021	% Change
		Actual	Budget	Projected	Budget	vs. 2020
	51510					
204	Dues & Subscriptions	199	100	100	100	0.00%
205	Meetings	1,332	1,500	600	1,000	-33.33%
206	Printing	-	250	250	250	0.00%
207	Support Services	16,700	16,250	16,750	16,800	3.38%
<b>Total CONTRACTUAL SERVICES</b>		18,232	18,100	17,700	18,150	0.28%
SUPPLIES AND EXPENSES		2019	2020	2020	2021	% Change
		Actual	Budget	Projected	Budget	vs. 2020
	51510					
304	Supplies	955	1,000	1,000	1,100	10.00%
<b>Total SUPPLIES AND EXPENSES</b>		955	1,000	1,000	1,100	10.00%
<b>Total FINANCIAL MANAGEMENT Expense</b>		19,187	19,100	18,700	19,250	0.79%

EXPENDITURES

Notes:

CONTRACTUAL SERVICES

- 204** Includes membership to the Municipal Treasurer's Association of Wisconsin (MTAW) and Wisconsin Government Finance Officers Association (WGFOA) for the Finance Director/Treasurer.
- 205** Funding provided for job related training and education for Finance Director/Treasurer.
- 206** Printing associated with the annual preparation of the tax bills, tax bill insert, or finance related notice
- 207** Includes cost for conducting the annual audit with Johnson Block & Co and the annual software support contract with Civic Systems.

SUPPLIES AND EXPENSES

- 304** Supplies associated with the preparation of the annual budget and/or as needed for finance related items.

**VILLAGE ASSESSOR  
GENERAL FUND - FUND 110**

**MISSION STATEMENT:**

To provide all legally required assessment functions through the development and implementation of practices and procedures that are in accordance with Wisconsin Statutes, Wisc. Department of Revenue regulations, and current professional standards.

**PROGRAM DESCRIPTION:**

The responsibilities of the Village Assessor are contracted out with Associated Appraisal. They perform the annual maintenance required each year as is required by Statute for property assessment.

**PROGRAM OBJECTIVES:**

Maintain efficient communication and service between residents and assessor.

**VILLAGE ASSESSOR BUDGET SUMMARY**

	2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
Total Personnel Services Expense	-	-	-	-	-----
Total Contractual Services Expenses	9,620	10,150	10,150	10,150	0.00%
Total Supplies and Expenses	-	-	-	-	-----
<b>Total Expenditures</b>	<b>9,620</b>	<b>10,150</b>	<b>10,150</b>	<b>10,150</b>	<b>0.00%</b>

**VILLAGE ASSESSOR (Continued)**  
**GENERAL FUND - FUND 110**

EXPENDITURES

CONTRACTUAL SERVICES		2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
	51530					
205	Meetings	153	150	150	150	0.00%
207	Support Services	9,467	10,000	10,000	10,000	0.00%
<b>Total CONTRACTUAL SERVICES Exp.</b>		<b>9,620</b>	<b>10,150</b>	<b>10,150</b>	<b>10,150</b>	<b>0.00%</b>
<b>Total VILLAGE ASSESSOR Expense</b>		<b>9,620</b>	<b>10,150</b>	<b>10,150</b>	<b>10,150</b>	<b>0.00%</b>



**INSURANCE AND RISK MANAGEMENT  
GENERAL FUND - FUND 110**

**MISSION STATEMENT:**

To provide adequate insurance coverage to protect the Village officials, employees, infrastructure, and other assets against excessive losses.

**PROGRAM DESCRIPTION:**

The Village currently contracts with the League of Wisconsin Municipalities Mutual Insurance through Baer Insurance as our representative providing liability, auto, public officials errors/omissions coverage, worker's compensations, and boiler. The State Governmental Property Insurance Pool covers property.

**PROGRAM OBJECTIVES:**

Provide satisfactory coverage limits for all Village activities in a cost efficient manner.

Encourage safety and other related best practices to limit the presence of risk.

**INSURANCE AND RISK MANAGEMENT BUDGET SUMMARY**

	2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
Total Personnel Services Expense	-	-	-	-	-----
Total Contractual Services Expenses	60,204	64,000	64,000	64,600	0.94%
Total Supplies and Expenses	-	-	-	-	-----
<b>Total Expenditures</b>	<b>60,204</b>	<b>64,000</b>	<b>64,000</b>	<b>64,600</b>	<b>0.94%</b>

**INSURANCE AND RISK MANAGEMENT (Continued)**  
**GENERAL FUND - FUND 110**

EXPENDITURES

CONTRACTUAL SERVICES		2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
	51540					
205	Meetings	-	-	-	-	-----
209	Insurance	60,204	64,000	64,000	64,600	0.94%
<b>Total CONTRACTUAL SERVICES Exp.</b>		<b>60,204</b>	<b>64,000</b>	<b>64,000</b>	<b>64,600</b>	<b>0.94%</b>
<b>Total INSURANCE AND RISK MGMT EXP</b>		<b>60,204</b>	<b>64,000</b>	<b>64,000</b>	<b>64,600</b>	<b>0.94%</b>

**GENERAL BUILDINGS AND PLANT  
GENERAL FUND - FUND 110**

**MISSION STATEMENT:**

To ensure the upkeep and maintenance of the Village Hall and storage facility including but not limited to the building, HVAC, water, sewer, telephone, data, and other mechanicals.

**PROGRAM DESCRIPTION:**

Facilities currently owned by the Village include the Village Hall, Library, Public Facilities Garage, and adjacent storage units. The expense for maintaining the Library and Public Facilities are included within their budget while the revenue from renting the storage unit and expenses associated with the facility and Village Hall are included within this budget.

**PROGRAM OBJECTIVES:**

Review all applicable utilities for energy efficiency opportunities.

**GENERAL BUILDINGS AND PLANT BUDGET SUMMARY**

	2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
Total Personnel Services Expense	-	-	-	-	-----
Total Contractual Services Expenses	33,610	34,000	36,000	37,050	8.97%
Total Supplies and Expenses	4,899	11,950	12,000	12,050	0.84%
<b>Total Expenditures</b>	<b>38,509</b>	<b>45,950</b>	<b>48,000</b>	<b>49,100</b>	<b>6.86%</b>

**GENERAL BUILDINGS AND PLANT (Continued)**  
**GENERAL FUND - FUND 110**

EXPENDITURES

CONTRACTUAL SERVICES		2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
51600						
202	Communication	5,309	5,500	5,500	5,550	0.91%
203	Utilities	14,609	16,000	15,500	15,500	-3.13%
207	Support Services	13,692	12,500	15,000	16,000	28.00%
<b>Total CONTRACTUAL SERVICES Exp</b>		<b>33,610</b>	<b>34,000</b>	<b>36,000</b>	<b>37,050</b>	<b>8.97%</b>
SUPPLIES AND EXPENSES		2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
51600						
301	Equipment	4,196	4,500	4,500	4,500	0.00%
302	Technology	173	250	250	250	0.00%
304	Supplies	250	400	450	450	12.50%
305	Maintenance	280	6,800	6,800	6,850	0.74%
<b>Total SUPPLIES AND EXPENSES</b>		<b>4,899</b>	<b>11,950</b>	<b>12,000</b>	<b>12,050</b>	<b>0.84%</b>
<b>Total GENERAL BLDG AND PLANT EXP</b>		<b>38,509</b>	<b>45,950</b>	<b>48,000</b>	<b>49,100</b>	<b>6.86%</b>

Notes:

- 207** This line items pays for a weekly cleaning of Village Hall and shares in the cost of the cleaning of the Library, and Village share of DaneCom costs.
- 301** Funding provided for lease of shared copier at Village Hall.
- 305** Includes \$850 for Village Hall building repairs and \$6,000 to inspect commercial properties through a third party inspection service.

**CONTINGENCY  
GENERAL FUND - FUND 110**

**MISSION STATEMENT:**

To provide funds for unanticipated expenses during the budget year and/or emergency situations.

**PROGRAM DESCRIPTION:**

The Contingency Fund is used to help provide funding for things that are not included within the budget after it has been approved by the Village Board. What ever is not used will lapse into the General Fund surplus to be used in the future for an identified purpose.

**PROGRAM OBJECTIVES:**

To prevent the need to amend the annual budget following its approval by the Village Board.

All expenditures through the Contingency Fund are to be approved by the Village Administrator in accordance with the Purchasing Policy.

**CONTINGENCY BUDGET SUMMARY**

	2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
Total Personnel Services Expense	-	-	-	-	-----
Total Contractual Services Expenses	-	-	-	-	-----
Total Supplies and Expenses	-	-	-	-	-----
Total Contingency Expense	12,481	20,000	20,000	20,000	
<b>Total Expenditures</b>	<b>12,481</b>	<b>20,000</b>	<b>20,000</b>	<b>20,000</b>	<b>0.00%</b>

**CONTINGENCY (Contingency)  
GENERAL FUND - FUND 110**

EXPENDITURES

		2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
51900	Contingency	12,481	20,000	20,000	20,000	0.00%
51910	Illegal Taxes, Refunds	-	-	-	-	-----
<b>Total CONTINGENCY Expense</b>		<b>12,481</b>	<b>20,000</b>	<b>20,000</b>	<b>20,000</b>	<b>0.00%</b>

**POLICE DEPARTMENT  
GENERAL FUND - FUND 110**

**MISSION STATEMENT:**

The Mission of the Cross Plains Police Department is to advance the highest levels of public safety, trust, and professionalism by strengthening community partnerships through fair and impartial policing while fostering employee wellness and growth.

**PROGRAM DESCRIPTION:**

The Police Department consists of 6 full-time sworn officers and a full-time Administrative Assistant. We have 1 Police Chief, 1 Lieutenant/Detective, and 4 full-time officers. We respond to all calls for service, investigate crimes, investigate traffic crashes, and are proactive in the area of traffic enforcement. We provide services and programs to the villages two public and one parochial school. We are active with our many civic groups in the village such as the Cross Plains Lions club, Optimist, and the Cross Plains Chamber of Commerce. We have officers assigned duties in the areas of School Resource Officer, Drug officer, and Business Liaison. We work closely with other village departments and offer assistance to other departments when needed.

**PROGRAM OBJECTIVES:**

Maintain public safety presence in the Community.

Continue to offer youth and other programs as time allows.

**POLICE DEPARTMENT BUDGET SUMMARY**

	2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
Total Personnel Services Expense	581,725	614,200	603,815	624,350	1.65%
Total Contractual Services Expenses	35,980	36,650	34,700	37,350	1.91%
Total Supplies and Expenses	28,298	29,500	31,500	30,500	3.39%
<b>Total Expenditures</b>	<b>646,003</b>	<b>680,350</b>	<b>670,015</b>	<b>692,200</b>	<b>1.74%</b>

**POLICE DEPARTMENT (Continued)  
GENERAL FUND - FUND 110**

EXPENDITURES

*PERSONNEL SERVICES*

		2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
	52100					
101	Chief	77,980	76,000	83,450	78,000	2.63%
102	Lieutenant/Detective	58,725	59,200	59,200	60,100	1.52%
103	Officers	185,772	180,000	200,000	182,300	1.28%
104	Administrative Assistant	34,665	35,000	35,000	35,550	1.57%
105	Part-Time Officers	-	-	-	-	-----
106	School Resource Officer	38,427	42,000	22,000	42,000	0.00%
107	Crossing Guard	2,160	2,000	500	2,000	0.00%
108	Officer Overtime	-	-	-	10,000	-----
110	Bonus Pool	3,638	2,250	1,815	3,700	64.44%
171	Health Insurance	85,732	114,250	99,000	105,200	-7.92%
172	Dental	4,264	5,000	4,500	5,000	0.00%
173	Retirement	56,963	60,500	60,500	63,250	4.55%
174	Social Security	23,687	24,500	24,500	26,000	6.12%
175	Medicare	5,540	5,750	5,750	6,000	4.35%
176	Life Insurance	1,028	1,250	1,100	1,250	0.00%
177	Income Continuation	-	-	-	-	-----
178	Uniform	3,144	6,500	6,500	4,000	-38.46%
	<b>Total PERSONNEL SERVICES Expense</b>	<b>581,725</b>	<b>614,200</b>	<b>603,815</b>	<b>624,350</b>	<b>1.65%</b>

*CONTRACTUAL SERVICES*

		2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
	52100					
201	Postage	110	200	200	200	0.00%
202	Communication	6,815	7,000	7,000	7,000	0.00%
203	Utilities	1,980	2,250	2,250	2,250	0.00%
204	Dues & Subscriptions	10,524	12,500	12,500	12,500	0.00%
205	Meetings	9,757	7,000	5,000	9,000	28.57%
206	Printing	185	200	250	200	0.00%
207	Support Services	6,609	7,500	7,500	6,200	-17.33%
	<b>Total CONTRACTUAL SERVICES Exp</b>	<b>35,980</b>	<b>36,650</b>	<b>34,700</b>	<b>37,350</b>	<b>1.91%</b>

*SUPPLIES AND EXPENSES*

		2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
	52100					
301	Equipment	4,930	5,000	5,000	5,000	0.00%
302	Technology	8,148	6,000	6,000	6,000	0.00%
303	Fuel	10,075	8,500	8,500	9,500	11.76%
304	Supplies	335	1,500	1,500	1,500	0.00%
305	Maintenance	3,383	6,000	8,000	6,000	0.00%
306	Programs	894	1,000	1,000	1,000	0.00%
399	Miscellaneous	534	1,500	1,500	1,500	0.00%
	<b>Total SUPPLIES AND EXPENSES</b>	<b>28,298</b>	<b>29,500</b>	<b>31,500</b>	<b>30,500</b>	<b>3.39%</b>

<b>Total POLICE DEPARTMENT Expense</b>	<b>646,003</b>	<b>680,350</b>	<b>670,015</b>	<b>692,200</b>	<b>1.74%</b>
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**POLICE DEPARTMENT (Continued)**  
**GENERAL FUND - FUND 110**

**EXPENDITURES**

Notes:

PERSONNEL SERVICES

**101-102** Both employees in these line items are non-union. 2021 Budget assumes a 1% base pay increase.

**103** Employees within this line item are members of a union. Estimated wage increase for 2021 is 1%.

**104** This position is split between 75% within Police and 25% within Court. This position is not within a union and assumes a 1% base pay increase.

**106** This cost will be offset by a reimbursement of \$42,000 a year from the Middleton/Cross Plains Area School District. The reimbursement would be for having a full time SRO in Glacier Creek Middle School. The SRO would also serve Park Elementary.

**110** Non-represented employees may be provided Merit Pay (i.e. - Bonus) upon successful completion of a Performance Evaluation. Amount of Bonus Pool determined based upon 2% of the total wages for the Department which is the maximum afforded merit pay.

**171** 2021 Budget assumes 5 employees on a family plan and 1.75 employees on a single plan. Health insurance rates are set by the State. The 2021 fee for family is \$1,743.32 per month and for single is \$712.12 per month. The family rates are approximately 8.0% higher than 2020 and single rates are approximately 7.9% higher than 2020. The employee is responsible for paying 12.0% of that cost.

**CROSS PLAINS-BERRY FIRE DISTRICT  
GENERAL FUND - FUND 110**

**MISSION STATEMENT:**

To provide for efficient fire protection and emergency response within the Village.

**PROGRAM DESCRIPTION:**

The Village is currently a member of the Cross Plains-Berry Fire District along with the Towns of Berry and Cross Plains. Three members of the Village Board sit as members of the Fire District Board along with the same representation from the Towns. This organization provides fire protection for all of the Village and portions of the towns. The Firefighters that make up the Department are all currently volunteers. The Fire District Board works with the Fire Chief to approve a budget that is split by the member communities based on the property value that is covered by the district within each

**PROGRAM OBJECTIVES:**

Maintain a consistent level of service for Fire Protection.

Continue to review and discuss opportunities of efficiency gains to achieve cost savings.

**CROSS PLAINS-BERRY FIRE DISTRICT BUDGET SUMMARY**

	2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
Total Personnel Services Expense	6,050	-	-	-	-----
Total Contractual Services Expenses	96,591	106,500	106,500	109,500	2.82%
Total Supplies and Expenses	6,090	-	-	-	-----
<b>Total Expenditures</b>	<b>108,731</b>	<b>106,500</b>	<b>106,500</b>	<b>109,500</b>	<b>2.82%</b>

**CROSS PLAINS-BERRY FIRE DISTRICT (continued)**  
**GENERAL FUND - FUND 110**

EXPENDITURES

		2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
52200						
101	Fire Officer Wages	6,050	-	-	-	-----
204	Dues and Subscriptions	2,000	2,000	2,000	2,000	0.00%
207	Support Services	94,591	104,500	104,500	107,500	2.87%
301	Equipment	-	-	-	-	-----
305	Maintenance	6,090	-	-	-	-----
<b>Total CP-BERRY FIRE DISTRICT Exp</b>		<b>108,731</b>	<b>106,500</b>	<b>106,500</b>	<b>109,500</b>	<b>2.82%</b>

Notes:

- 101** Annually the Village does a one-time payment for the Fire District in order to pay the wages for the leadership positions within the Department.
- 204** The Village annually contributed \$2,000 to the Fire Department Association Fund for their use during meetings. This is equal to the contribution made by each of the other member communities.
- 207** This is the annual fee for service as a member of the Fire District for fire protection.

**CROSS PLAINS AREA EMS  
GENERAL FUND - FUND 110**

**MISSION STATEMENT:**

To provide for efficient emergency medical services and other emergency response within the Village.

**PROGRAM DESCRIPTION:**

The Village is currently a member of the Cross Plains Area EMS along with the Towns of Berry, Cross Plains, and Springfield. One member of the Village Board sits as a member of the EMS District Board along with the same representation from each of the towns. This organization provides Emergency Medical Service (ambulance) for all of the Village and portions of each member township. The Cross Plains EMS consists of 2 full-time EMTs and 2 part-time EMTs along with 40 volunteer members. The EMS District Board works with the EMS Chief to approve a budget that is split by the member communities based on the population that is contained within the district of each jurisdiction.

**PROGRAM OBJECTIVES:**

Maintain a consistent level of service for EMS Response.

Continue to review and discuss opportunities of efficiency gains to achieve cost savings.

**CROSS PLAINS AREA EMS BUDGET SUMMARY**

	2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
Total Personnel Services Expense	-	-	-	-	-----
Total Contractual Services Expenses	67,280	133,000	133,000	137,000	3.01%
Total Supplies and Expenses	-	-	-	-	-----
<b>Total Expenditures</b>	<b>67,280</b>	<b>133,000</b>	<b>133,000</b>	<b>137,000</b>	<b>3.01%</b>

**CROSS PLAINS AREA EMS (Continued)**  
**GENERAL FUND - FUND 110**

EXPENDITURES

		2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
	52300					
207	Support Services	67,280	133,000	133,000	137,000	3.01%
	<b>Total CROSS PLAINS AREA EMS Exp</b>	<b>67,280</b>	<b>133,000</b>	<b>133,000</b>	<b>137,000</b>	<b>3.01%</b>

Notes:

- 207** This organization is setup similar to the Fire District and charges one annual fee. Additional capital expenses would have to be considered as part of the Village's annual budget as applicable and requested.

**BUILDING INSPECTION  
GENERAL FUND - FUND 110**

**MISSION STATEMENT:**

Provide building inspection services that comply with the codes and requirements adopted by the Village Board, State of Wisconsin, and other regulatory agencies.

**PROGRAM DESCRIPTION:**

The Village contracts for inspection services with a State Licensed Building Inspector. The Village retains 10% of the permit fees collected on projects requiring an inspection and 100% of the permit fees collected on projects not requiring

**PROGRAM OBJECTIVES:**

Coordinate the review and issuance of building permit requests.

Continue to review and discuss opportunities of efficiency gains to achieve cost savings.

**BUILDING INSPECTION SERVICES BUDGET SUMMARY**

	2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
Total Personnel Services Expense	1,509	1,625	1,625	4,325	166.15%
Total Contractual Services Expenses	24,449	34,500	27,000	45,000	30.43%
Total Supplies and Expenses	-	200	200	200	0.00%
<b>Total Expenditures</b>	<b>25,958</b>	<b>36,325</b>	<b>28,825</b>	<b>49,525</b>	<b>36.34%</b>

**BUILDING INSPECTION (Continued)**  
**GENERAL FUND - FUND 110**

EXPENDITURES

		2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
52400						
104	Administrative Assistant (p/t)	1,384	1,500	1,500	4,000	166.67%
173	Retirement	-	-	-	300	-----
174	Social Security	100	100	100	250	150.00%
175	Medicare	25	25	25	75	200.00%
206	Printing	-	-	-	-	-----
207	Support Services	24,449	34,500	27,000	45,000	30.43%
304	Supplies	-	200	200	200	0.00%
<b>Total BUILDING INSPECTION Expense</b>		<b>25,958</b>	<b>36,325</b>	<b>28,825</b>	<b>49,825</b>	<b>37.16%</b>

Notes:

- 104** 10% of the Administrative Assistant's time is paid for within this budget to account for time spent processing building permits.
- 207** Includes fees paid to Building Inspector.

**PUBLIC FACILITIES  
GENERAL FUND - FUND 110**

**MISSION STATEMENT:**

To provide a cost effective and efficient public works service that is responsive to the needs of the Village and its residents.

**PROGRAM DESCRIPTION:**

The Public Facilities Department is comprised of a Director and 5 additional staff that specialize in managing Village owned infrastructure. The department is responsible for snow plowing, basic street repair, tree trimming, chipping, street sweeping, mowing of public right of way, water/sewer maintenance, and other tasks as needed.

**PROGRAM OBJECTIVES:**

Respond to citizen complaints and/or inquiries in a timely manner.

Continue to review services and develop cost saving alternatives where possible.

**PUBLIC FACILITIES BUDGET SUMMARY**

	2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
Total Personnel Services Expense	307,684	302,800	303,400	310,550	2.56%
Total Contractual Services Expenses	60,485	63,850	63,850	65,300	2.27%
Total Supplies and Expenses	117,541	110,000	110,000	146,500	33.18%
<b>Total Expenditures</b>	<b>485,710</b>	<b>476,650</b>	<b>477,250</b>	<b>522,350</b>	<b>9.59%</b>



**PUBLIC FACILITIES (Continued)**  
**GENERAL FUND - FUND 110**

EXPENDITURES

PERSONNEL SERVICES

		2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
53300						
101	Director	41,370	38,300	38,300	38,900	1.57%
102	Laborers	160,615	165,000	165,000	167,500	1.52%
103	Part-Time Staff	15,399	-	-	-	-----
110	Bonus Pool	5,012	6,500	6,300	6,600	1.54%
171	Health Insurance	43,241	53,500	53,500	57,700	7.85%
172	Dental	2,936	2,000	2,300	2,000	0.00%
173	Retirement	16,590	15,400	16,000	16,000	3.90%
174	Social Security	13,944	13,000	13,000	13,150	1.15%
175	Medicare	3,261	3,100	3,100	3,200	3.23%
176	Life Insurance	746	1,000	900	1,000	0.00%
177	Disability Insurance	-	-	-	-	-----
178	Uniform	4,569	5,000	5,000	4,500	-10.00%
<b>Total PERSONNEL SERVICES Expense</b>		<b>307,684</b>	<b>302,800</b>	<b>303,400</b>	<b>310,550</b>	<b>2.56%</b>

CONTRACTUAL SERVICES

		2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
53300						
201	Postage	44	100	100	50	-50.00%
202	Communication	5,229	5,750	5,750	5,750	0.00%
203	Utilities	12,298	13,000	13,000	13,000	0.00%
204	Dues & Subscriptions	-	-	-	-	-----
205	Meetings	24	500	500	500	0.00%
207	Support Services	42,890	44,500	44,500	46,000	3.37%
<b>Total CONTRACTUAL SERVICES Exp</b>		<b>60,485</b>	<b>63,850</b>	<b>63,850</b>	<b>65,300</b>	<b>2.27%</b>

SUPPLIES AND EXPENSES

		2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
53300						
301-000	Equipment	3,966	10,000	10,000	10,000	0.00%
302-000	Technology	300	1,000	1,000	1,000	0.00%
303-000	Fuel	20,564	20,000	20,000	18,000	-10.00%
304-101	Supplies - General	8,537	6,500	6,500	6,500	0.00%
304-102	Supplies - Snow/Ice Control Material	9,740	21,000	21,000	22,000	4.76%
305-101	Maintenance - Vehicle	14,335	20,000	20,000	20,000	0.00%
305-102	Maintenance - Equipment	19,279	20,500	20,500	18,000	-12.20%
305-103	Maintenance - Infrastructure	40,544	10,000	10,000	50,000	400.00%
399-000	Miscellaneous	276	1,000	1,000	1,000	0.00%
<b>Total SUPPLIES AND EXPENSES</b>		<b>117,541</b>	<b>110,000</b>	<b>110,000</b>	<b>146,500</b>	<b>33.18%</b>

<b>Total PUBLIC FACILITIES</b>	<b>485,710</b>	<b>476,650</b>	<b>477,250</b>	<b>522,350</b>	<b>9.59%</b>
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**PUBLIC FACILITIES (Continued)**  
**GENERAL FUND - FUND 110**

**REVENUES**

Notes:

- 41310** Each year the Water Utility reimburses the General Fund for the property that it owns that is not taxed because it is tax exempt. The number is determined by the Village Auditor at the end of each year.
- 46400** Revenue received for special charges associated with chipping loads, renting out the street sweeper and jet vactor truck, and selling replacement recycling bins to residents.

**EXPENDITURES**

Notes:

**PERSONNEL SERVICES**

- 101** The wage/benefits for the Director are split between the General Fund (49%), Water Utility (25%), and Sewer Fund (26%). Percentage distributions are determined based on a 5 year average of actual time spent within each fund. The budgeted increase in salary is set at 0.0% for 2020.
- 102** The wage/benefits for the Laborers are split between the General Fund (71%), Water Utility (15%), & Sewer Fund (14%). Additionally, the WWTP Operator is split between the General Fund (17%), Water Utility (24%), and Sewer Fund (59%). Percentage distributions are determined based on a 5 year average of actual time spent within each fund. The budgeted increase in salary is set at 0.0% for 2020. Includes full-year wages for employee that began in mid-2019.
- 103** Fullfillment of full-time positions in 2019 will allow for elimination of part time labor.
- 110** Employees may be provided Merit Pay upon successful completion of a Performance Evaluation. Amount of Bonus Pool determined based upon 2% of the total wages for the Department which is the maximum afforded merit pay.
- 171** 2021 Budget assumes 5 employees on the family plan and 1 employee on the single plan. Health insurance rates are set by the State. The 2021 fee for family is \$1,743.32 per month and for single is \$712.12 per month. The family rates are approximately 8.0% higher than 2020 and single rates are approximately 7.9% higher than 2020. The employee is responsible for paying 12.0% of that cost.
- 173** Budget assumes 7 Public Facilities employees currently in the Wisconsin Retirement System. The employer contribution rate for General employees is 7.35% which represents no increase from 2020.
- 178** The Village contracts with Cintas to provide uniform and floor mat service for the Department.

**CONTRACTUAL SERVICES**

- 207** This line item is primarily used for mowing and rent for the storage of compost as well as equipment rental for processing compost.

**STREET LIGHTING  
GENERAL FUND - FUND 110**

**MISSION STATEMENT:**

To manage a street lighting system that is reliable and provides for sufficient public safety needs along the Village streets and parks.

**PROGRAM DESCRIPTION:**

The Village contracts with Madison Gas and Electric (MGE) for its street lighting service. The Village pays for the light as a rental and then the electricity associated with the light. In exchange for this payment, MGE installs the lights and conducts all the maintenance associated with them saving the Village on having to purchase equipment or hire

**PROGRAM OBJECTIVES:**

Notify MGE of outages in a timely manner.

Look for new locations that improve or are in need of lighting.

**STREET LIGHTING BUDGET SUMMARY**

	2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
Total Personnel Services Expense	-	-	-	-	-----
Total Contractual Services Expenses	67,063	75,000	75,000	75,000	0.00%
Total Supplies and Expenses	-	2,500	2,500	1,000	-60.00%
<b>Total Expenditures</b>	<b>67,063</b>	<b>77,500</b>	<b>77,500</b>	<b>76,000</b>	<b>-1.94%</b>

**STREET LIGHTING (Continued)**  
**GENERAL FUND - FUND 110**

EXPENDITURES

		2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
	53420					
207	Support Services	67,063	75,000	75,000	75,000	0.00%
304	Supplies	-	2,500	2,500	1,000	-60.00%
<b>Total STREET LIGHTING Expense</b>		<b>67,063</b>	<b>77,500</b>	<b>77,500</b>	<b>76,000</b>	<b>-1.94%</b>

**REFUSE AND GARBAGE COLLECTION  
GENERAL FUND - FUND 110**

**MISSION STATEMENT:**

To provide an efficient and effective refuse and recycling collection program.

**PROGRAM DESCRIPTION:**

The Village presently contracts with Town and Country Sanitation for weekly trash and recycling curbside pickup. 2021 is the 2nd year of a 5 year contract.

**PROGRAM OBJECTIVES:**

Continue to provide a program that meets the needs of residents.

Continue to implement new ways for the collection of large items, electronics, appliances, and other materials not collected as part of the normal route.

**REFUSE AND GARBAGE COLLECTION BUDGET SUMMARY**

	2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
Total Personnel Services Expense	-	-	-	-	-----
Total Contractual Services Expenses	162,674	171,600	167,600	175,000	1.98%
Total Supplies and Expenses	-	-	-	-	-----
<b>Total Expenditures</b>	<b>162,674</b>	<b>171,600</b>	<b>167,600</b>	<b>175,000</b>	<b>1.98%</b>

**REFUSE AND GARBAGE COLLECTION (Continued)**  
**GENERAL FUND - FUND 110**

EXPENDITURES

		2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
53620						
207-001	Garbage Collection	113,040	119,000	115,000	121,000	1.68%
207-002	Recycling Collection	49,634	52,600	52,600	54,000	2.66%
<b>Total REFUSE &amp; GARBAGE COL. Exp.</b>		<b>162,674</b>	<b>171,600</b>	<b>167,600</b>	<b>175,000</b>	<b>1.98%</b>

**AGING  
GENERAL FUND - FUND 110**

**MISSION STATEMENT:**

Our mission is to support and assist seniors and their families by providing programs and services that promote well-being, independence, involvement in their community and the ability for them to stay in their home.

**PROGRAM DESCRIPTION:**

The Village is a member of Northwest Dane Senior Services, Inc. (NWDSS) that is a non-profit organization. Since 1975, NWDSS continues to provide programs and services to seniors and their families in the rural communities of Northwest Dane County. Serving seniors and their families in the following neighboring towns and villages of Black Earth, Cross Plains, Mazomanie, Roxbury, Vermont, and Berry. NWDSS is located in the Village of Cross Plains on Bourbon Road.

**PROGRAM OBJECTIVES:**

Expand opportunities for Seniors through this organization and the Village website and/or newsletter.

Continue to provide for cost-effective senior services as desired.

**AGING BUDGET SUMMARY**

	2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
Total Personnel Services Expense	-	-	-	-	-----
Total Contractual Services Expenses	19,210	23,000	23,052	23,000	0.00%
Total Supplies and Expenses	-	-	-	-	-----
<b>Total Expenditures</b>	<b>19,210</b>	<b>23,000</b>	<b>23,052</b>	<b>23,000</b>	<b>0.00%</b>

**AGING (Continued)**  
**GENERAL FUND - FUND 110**

EXPENDITURES

		2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
54600						
103	Senior Coordinator	-	-	-	-	-----
204	Dues & Subscription	19,210	23,000	23,052	23,000	0.00%
<b>Total AGING Expense</b>		<b>19,210</b>	<b>23,000</b>	<b>23,052</b>	<b>23,000</b>	<b>0.00%</b>



**PARKS AND RECREATION ADMINISTRATION  
GENERAL FUND - FUND 110**

**MISSION STATEMENT:**

To provide a competitive, yet cost-effective benefit package in order to recruit and retain quality employees.

**PROGRAM DESCRIPTION:**

The Administration Budget includes all fringe benefit costs associated with the full-time employees within the Parks and Recreation Department. The Village provides a package of fringe benefits to all full-time staff including health insurance, dental insurance, retirement, social security, Medicare, life insurance, and income continuation (disability). Non-monetary benefits also include vacation, sick time, employee funded retirement, etc.

**PROGRAM OBJECTIVES:**

Stay current with changing laws regarding benefits related to employer and employee contributions.

Review benefits provided to achieve cost savings where possible.

**PARKS AND RECREATION ADMINISTRATION BUDGET SUMMARY**

	2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
Total Personnel Services Expense	226,071	239,725	243,732	247,125	3.09%
Total Contractual Services Expenses	-	-	-	-	-----
Total Supplies and Expenses	-	-	-	-	-----
<b>Total Expenditures</b>	<b>226,071</b>	<b>239,725</b>	<b>243,732</b>	<b>247,125</b>	<b>3.09%</b>

**PARKS AND RECREATION ADMINISTRATION (Continued)**  
**GENERAL FUND - FUND 110**

EXPENDITURES

PERSONNEL SERVICES

		2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
55100						
101	Director	64,294	70,500	70,000	70,700	0.28%
102	Parks Maintenance	39,903	40,000	40,700	41,950	4.88%
103	Recreation Coordinator	68,487	71,750	72,900	74,000	3.14%
110	Bonus Pool	2,949	3,750	3,307	3,750	0.00%
171	Health Insurance	23,542	28,000	28,000	30,100	7.50%
172	Dental	936	1,000	1,000	1,000	0.00%
173	Retirement	12,910	12,300	12,300	12,500	1.63%
174	Social Security	10,484	9,700	12,450	10,400	7.22%
175	Medicare	2,431	2,475	2,825	2,475	0.00%
176	Life Insurance	135	250	250	250	0.00%
177	Disability Insurance	-	-	-	-	-----
<b>Total PERSONNEL SERVICES Expense</b>		<b>226,071</b>	<b>239,725</b>	<b>243,732</b>	<b>247,125</b>	<b>3.09%</b>

**PARKS  
GENERAL FUND - FUND 110**

**MISSION STATEMENT:**

The Parks Department is charged with planning, developing, and maintaining high quality park and open space facilities that enhance the quality of life for all Village residents.

**PROGRAM DESCRIPTION:**

The Parks Department is in charge of planning and maintaining 12 parks, (49 acres) and 6 conservancies (147 acres) throughout the Village. It is made up of 1 full time Parks and Recreation Director, 1 full time Parks Maintenance worker, and assistance from Public Facilities staff.

**PROGRAM OBJECTIVES:**

Enhance and maintain all Village parks and conservancies at a minimal cost to residents.

Increase awareness of conservancy trails and hillsides with literature and programming for local residents.

**PARKS BUDGET SUMMARY**

	2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
Total Personnel Services Expense	11,138	22,875	22,875	22,875	0.00%
Total Contractual Services Expenses	9,701	12,850	10,850	12,850	0.00%
Total Supplies and Expenses	23,885	25,250	22,000	25,750	1.98%
<b>Total Expenditures</b>	<b>44,724</b>	<b>60,975</b>	<b>55,725</b>	<b>61,475</b>	<b>0.82%</b>

**PARKS (Continued)**  
**GENERAL FUND - FUND 110**

EXPENDITURES

PERSONNEL SERVICES

		2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
55200						
104	Part-Time Staff	10,263	19,000	19,000	19,000	0.00%
173	Retirement	-	1,400	1,400	1,400	0.00%
174	Social Security	650	1,200	1,200	1,200	0.00%
175	Medicare	150	275	275	275	0.00%
178	Uniform	75	1,000	1,000	1,000	0.00%
<b>Total PERSONNEL SERVICES Expense</b>		<b>11,138</b>	<b>22,875</b>	<b>22,875</b>	<b>22,875</b>	<b>0.00%</b>

CONTRACTUAL SERVICES

		2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
55200						
202	Communication	1,476	1,600	1,600	1,600	0.00%
203	Utilities	5,669	5,250	5,250	5,250	0.00%
204	Dues & Subscriptions	-	500	500	500	0.00%
205	Meetings	300	1,000	500	1,000	0.00%
206	Printing	1,000	1,000	1,000	1,000	0.00%
207	Support Services	1,256	3,500	2,000	3,500	0.00%
<b>Total CONTRACTUAL SERVICES Exp</b>		<b>9,701</b>	<b>12,850</b>	<b>10,850</b>	<b>12,850</b>	<b>0.00%</b>

SUPPLIES AND EXPENSES

		2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
55200						
301	Equipment	-	1,000	1,000	1,000	0.00%
302	Technology	-	500	500	500	0.00%
303	Fuel	754	1,750	1,000	1,750	0.00%
304	Supplies	2,256	3,000	3,000	3,000	0.00%
305	Maintenance	16,405	16,000	16,000	16,500	3.13%
307	Concessions	3,247	2,500	-	2,500	0.00%
399	Miscellaneous	1,223	500	500	500	0.00%
<b>Total SUPPLIES AND EXPENSES</b>		<b>23,885</b>	<b>25,250</b>	<b>22,000</b>	<b>25,750</b>	<b>1.98%</b>

<b>Total PARKS</b>	<b>44,724</b>	<b>60,975</b>	<b>55,725</b>	<b>61,475</b>	<b>0.82%</b>
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**PARKS (Continued)**  
**GENERAL FUND - FUND 110**

**EXPENDITURES**

Notes:

CONTRACTUAL SERVICES

- 204** Dues for Parks Maintenance position into the Wisconsin Parks and Recreation Association.
- 205** The increase would allow the Parks/Recreation Director and Parks Maintenance position to further develop professional skills. Includes attending the Annual WPRA Conference in November.
- 207** The main expense for this line item is portable restrooms in the parks at Glacial Valley, Legion Park, Raspberry Park, and Park School. A handicap accesible toilet has been added to the pool for easier access and to cover high usage during home swim meets and parties.

SUPPLIES AND EXPENSES

- 301** Provides funding for the purchase of tools for conservancy related projects. As our goals and objectives for 2021 include opening current trails, tools such as hand saws, rakes, and chemicals are needed.
- 302** Provides funding for the software for park reservations and field rentals. The ongoing costs for the program are split between Recreation and Swimming budgets.
- 305** Funding provides for repair of picnic tables, playground equipment, buildings and ball diamonds and any other park related expenses.
- 307** Expenses related to concession stand supplies at Mary's Place. Offset by the revenues collected on the sales. Excess revenue is to be put into the Baer Park Improvement Account until the building is paid in full (2021).
- 399** For parks expenses not accounted for, normally vehicle maintenance.

**RECREATION PROGRAMS AND EVENTS  
GENERAL FUND - FUND 110**

**MISSION STATEMENT:**

The Recreation Department is committed to improving the quality of life for all village residents through promoting and providing well-organized and maintained leisure services through a variety of recreational programs and special events throughout the year.

**PROGRAM DESCRIPTION:**

The Recreation Department is made up of a Parks and Recreation Director, Recreation Coordinator, After School/Special Events Coordinator, part-time staff, and many independent contractors including umpires, referees, and instructors. The Recreation Department looks to promote a wide variety of affordable recreation programs for all ages while also working with the Middleton-Cross Plains School District and local businesses to be sure to benefit each resident in Cross Plains.

**PROGRAM OBJECTIVES:**

Offer engaging and affordable programs to residents of the Village and surrounding municipalities.

**RECREATION PROGRAMS AND EVENTS BUDGET SUMMARY**

	2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
Total Personnel Services Expense	39,837	41,950	29,000	41,950	0.00%
Total Contractual Services Expenses	34,921	39,750	15,000	39,750	0.00%
Total Supplies and Expenses	39,923	39,450	23,200	39,450	0.00%
<b>Total Expenditures</b>	<b>114,681</b>	<b>121,150</b>	<b>67,200</b>	<b>121,150</b>	<b>0.00%</b>

**RECREATION PROGRAMS AND EVENTS (Continued)**  
**GENERAL FUND - FUND 110**

EXPENDITURES

PERSONNEL SERVICES

		2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
55300						
103	Part-Time Staff	27,033	26,000	23,000	26,000	0.00%
104	Part-Time Staff - After School Club	9,476	12,000	3,500	12,000	0.00%
174	Social Security	2,300	2,400	1,600	2,400	0.00%
175	Medicare	550	550	400	550	0.00%
178	Uniform	478	1,000	500	1,000	0.00%
<b>Total PERSONNEL SERVICES Expense</b>		<b>39,837</b>	<b>41,950</b>	<b>29,000</b>	<b>41,950</b>	<b>0.00%</b>

CONTRACTUAL SERVICES

		2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
55300						
201	Postage	489	500	650	500	0.00%
202	Communication	2,023	2,000	2,050	2,000	0.00%
204	Dues & Subscriptions	80	250	300	250	0.00%
205	Meetings	997	1,500	1,000	1,500	0.00%
206	Printing	3,370	3,500	3,500	3,500	0.00%
207	Support Services	27,962	32,000	7,500	32,000	0.00%
<b>Total CONTRACTUAL SERVICES Exp</b>		<b>34,921</b>	<b>39,750</b>	<b>15,000</b>	<b>39,750</b>	<b>0.00%</b>

SUPPLIES AND EXPENSES

		2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
55300						
302	Technology	9,025	5,200	5,200	5,200	0.00%
304	Supplies	8,350	9,250	5,000	9,250	0.00%
306-101	Programs	20,694	22,000	12,000	22,000	0.00%
306-103	Programs - After School Club	1,854	3,000	1,000	3,000	0.00%
<b>Total SUPPLIES AND EXPENSES</b>		<b>39,923</b>	<b>39,450</b>	<b>23,200</b>	<b>39,450</b>	<b>0.00%</b>

<b>Total RECREATION</b>	<b>114,681</b>	<b>121,150</b>	<b>67,200</b>	<b>121,150</b>	<b>0.00%</b>
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EXPENDITURES

Notes:

CONTRACTUAL SERVICES

- 205** This would be for staff trainings including first aid, cpr and aed along with professional certifications such as Certified Parks and Recreation Professional.
- 206** Printing of the Spring/Summer Activity guide as increased due to the number of new homes and apartments in the community.
- 207** This provides funding for independent contractors such as umpires, referees and fitness instructors.

**SWIMMING POOL  
GENERAL FUND - FUND 110**

**MISSION STATEMENT:**

The Cross Plains Pool is committed to offering a variety of services including swimming lessons, both competitive and leisure swimming, water safety instruction, and educational opportunities for all ages and abilities.

**PROGRAM DESCRIPTION:**

The Cross Plains pool is made up of 1 Parks and Recreation Director and 16 staff members. It is broken down into 1 pool manager, 2 assistant managers, 9 lifeguards, and 3 basket room/concession workers. The Cross Plains pool offers Red Cross swimming lessons for tiny tots through competitive swim. (Ages 3-17) The facility is also home to the Cross Plains Stingrays (Parent ran swim team).

**PROGRAM OBJECTIVES:**

Continue to enhance training methods/procedures for staff members working with local organizations and groups.

Continue swimming instruction courses at a variety of levels while also looking to add more programming for adults/seniors.

**SWIMMING POOL BUDGET SUMMARY**

	2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
Total Personnel Services Expense	67,138	90,400	56,750	90,400	0.00%
Total Contractual Services Expenses	15,718	14,250	14,075	14,250	0.00%
Total Supplies and Expenses	15,031	20,750	16,500	21,800	5.06%
<b>Total Expenditures</b>	<b>97,887</b>	<b>125,400</b>	<b>87,325</b>	<b>126,450</b>	<b>0.84%</b>



**SWIMMING POOL (Continued)**  
**GENERAL FUND - FUND 110**

EXPENDITURES

PERSONNEL SERVICES

		2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
55420						
102	Pool Managers	10,941	13,500	13,500	13,500	0.00%
103	Lifeguards	34,137	52,000	27,000	52,000	0.00%
104	Swim Team	16,606	18,000	12,000	18,000	0.00%
174	Social Security	3,800	5,200	3,250	5,200	0.00%
175	Medicare	900	1,200	750	1,200	0.00%
178	Uniform	754	500	250	500	0.00%
<b>Total PERSONNEL SERVICES Expense</b>		<b>67,138</b>	<b>90,400</b>	<b>56,750</b>	<b>90,400</b>	<b>0.00%</b>

CONTRACTUAL SERVICES

		2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
55420						
203	Utilities	14,670	12,500	12,500	12,500	0.00%
204	Dues & Subscriptions	1,048	1,250	1,050	1,250	0.00%
207	Support Services	-	500	525	500	0.00%
<b>Total CONTRACTUAL SERVICES Exp</b>		<b>15,718</b>	<b>14,250</b>	<b>14,075</b>	<b>14,250</b>	<b>0.00%</b>

SUPPLIES AND EXPENSES

		2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
55420						
301	Equipment	3,928	3,000	3,000	3,000	0.00%
302	Technology	108	500	500	800	60.00%
304	Supplies	7,502	8,000	8,000	8,000	0.00%
305	Maintenance	2,240	6,250	5,000	7,000	12.00%
307	Concessions	1,253	3,000	-	3,000	0.00%
<b>Total SUPPLIES AND EXPENSES</b>		<b>15,031</b>	<b>20,750</b>	<b>16,500</b>	<b>21,800</b>	<b>5.06%</b>

<b>Total SWIMMING POOL</b>		<b>97,887</b>	<b>125,400</b>	<b>87,325</b>	<b>126,450</b>	<b>0.84%</b>
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EXPENDITURES

Notes:

SUPPLIES AND EXPENSES

- 302** Computer related issues and internet or data usage is paid for in this line item.
- 304** Pool supplies include chlorine, acid and cleaning products for the facility.
- 305** Maintenance for the facility during the season.
- 307** Concession supplies - Candy, Ice Cream that is sold from the facility.

**COMMUNITY DEVELOPMENT  
GENERAL FUND - FUND 110**

**MISSION STATEMENT:**

To ensure proper Village wide planning techniques and accurate interpretation of Village Codes.

**PROGRAM DESCRIPTION:**

The Village Administrator/Clerk currently serves as the appointed Zoning Administrator and there is no on-staff Village Planner. The Village utilizes a consultant to assist with day to day questions within the zoning code, planning related issues, development proposals, and other related issues as they arise.

**PROGRAM OBJECTIVES:**

Plan for the future of the community, guided by the Comprehensive Plan.

Continue to employ best practices for planning and zoning related issues.

**COMMUNITY DEVELOPMENT BUDGET SUMMARY**

	2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
Total Personnel Services Expense	-	-	-	-	-----
Total Contractual Services Expenses	64,467	50,000	75,000	35,000	-30.00%
Total Supplies and Expenses	-	-	-	-	-----
<b>Total Expenditures</b>	<b>64,467</b>	<b>50,000</b>	<b>75,000</b>	<b>35,000</b>	<b>-30.00%</b>

**COMMUNITY DEVELOPMENT (Continued)**  
**GENERAL FUND - FUND 110**

EXPENDITURES

		2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
	56400					
204	Dues and Subscriptions	-	15,000	15,000	-	-100.00%
207-101	Support Services - General	64,467	35,000	60,000	35,000	0.00%
207-102	Support Services - Zoning	-	-	-	-	-----
<b>Total COMMUNITY DEVEL. Expense</b>		<b>64,467</b>	<b>50,000</b>	<b>75,000</b>	<b>35,000</b>	<b>-30.00%</b>

Notes:

- 204** Includes Chamber of Commerce funding of \$15,000 (previously in the TID).
- 207-101** General consulting assistance for development projects typically offset by escrow funds from Developers. Some additional funding is provided to Village Staff to assist in zoning code review and enforcement.

**TRANSFERS TO OTHER FUNDS  
GENERAL FUND - FUND 110**

**MISSION STATEMENT:**

To allow for the ability for the General Fund to transfer money to other funds as needed and/or approved by the Village Board.

**PROGRAM DESCRIPTION:**

Occasionally, other funds within the Village require money to be transferred from the General Fund. This line item is included for accounting purposes as the auditor typically identifies when this is necessary according to applicable

**PROGRAM OBJECTIVES:**

Reduces the need to amend the budget if a transfer between funds is needed.

Transfers from the General Fund will be identified in the annual Audit.

**TRANSFERS TO OTHER FUNDS BUDGET SUMMARY**

	2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
Total Personnel Services Expense	-	-	-	-	-----
Total Contractual Services Expenses	-	-	-	-	-----
Total Supplies and Expenses	-	-	-	-	-----
Total Transfers Expense	27,925	10,000	145,200	10,000	
<b>Total Expenditures</b>	<b>27,925</b>	<b>10,000</b>	<b>145,200</b>	<b>10,000</b>	<b>0.00%</b>

**TRANSFERS TO OTHER FUNDS (Continued)**  
**GENERAL FUND - FUND 110**

EXPENDITURES

		2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
	59200					
000	Transfers to Other Funds	27,925	10,000	145,200	10,000	0.00%
	<b>Total TRANSFERS Expense</b>	<b>27,925</b>	<b>10,000</b>	<b>145,200</b>	<b>10,000</b>	<b>0.00%</b>

Village of Cross Plains  
2021 General Fund Operating Budget

**SUMMARY of REVENUES**

	2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
Taxes	1,604,675	1,668,950	1,668,950	1,760,725	5.50%
Taxes (Non Property Taxes)	118,282	113,250	114,019	113,250	0.00%
Special Assessments	-	-	-	-	-----
Intergovernmental Revenue	480,013	456,650	522,148	463,000	1.39%
Licenses and Permits	92,796	96,250	89,575	103,750	7.79%
Fines, Forfeits, and Penalties	13,628	20,000	11,000	20,000	0.00%
Public Charges for Services	440,195	351,950	234,430	351,150	-0.23%
Intergovernmental Charges for Services	228	2,500	2,500	2,500	0.00%
Miscellaneous Revenues	102,065	28,750	48,750	28,750	0.00%
Other Financing Sources	-	10,000	48,418	-	-100.00%
<b>Total Budget Revenue</b>	<b>2,851,881</b>	<b>2,748,300</b>	<b>2,739,790</b>	<b>2,843,125</b>	<b>3.45%</b>

**SUMMARY of EXPENDITURES**

	2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
51100 VILLAGE BOARD	23,088	16,375	16,382	16,375	<b>0.00%</b>
51200 MUNICIPAL COURT	27,166	29,000	29,000	29,325	<b>1.12%</b>
51410 VILLAGE ADMINISTRATION	207,613	225,050	222,900	238,000	<b>5.75%</b>
51440 ELECTIONS	5,298	6,500	19,300	10,250	<b>57.69%</b>
51510 FINANCIAL MANAGEMENT	19,187	19,100	18,700	19,250	<b>0.79%</b>
51530 VILLAGE ASSESSOR	9,620	10,150	10,150	10,150	<b>0.00%</b>
51540 INSURANCE AND RISK MANAGEMENT	60,204	64,000	64,000	64,600	<b>0.94%</b>
51600 GENERAL BUILDINGS AND PLANT	38,509	45,950	48,000	49,100	<b>6.86%</b>
51900 CONTINGENCY	12,481	20,000	20,000	20,000	<b>0.00%</b>
52100 POLICE DEPARTMENT	646,003	680,350	670,015	692,200	<b>1.74%</b>
52200 CROSS PLAINS-BERRY FIRE DISTRICT	108,731	106,500	106,500	109,500	<b>2.82%</b>
52300 CROSS PLAINS AREA EMS	67,280	133,000	133,000	137,000	<b>3.01%</b>
52400 BUILDING INSPECTION	25,958	36,325	28,825	49,825	<b>37.16%</b>
53300 PUBLIC FACILITIES	485,710	476,650	477,250	522,350	<b>9.59%</b>
53420 STREET LIGHTING	67,063	77,500	77,500	76,000	<b>-1.94%</b>
53620 REFUSE AND GARBAGE COLLECTION	162,674	171,600	167,600	175,000	<b>1.98%</b>
54600 AGING	19,210	23,000	23,052	23,000	<b>0.00%</b>
55100 PARKS AND RECREATION ADMINISTRATION	226,071	239,725	243,732	247,125	<b>3.09%</b>
55200 PARKS	44,724	60,975	55,725	61,475	<b>0.82%</b>
55300 RECREATION PROGRAMS AND EVENTS	114,681	121,150	67,200	121,150	<b>0.00%</b>
55420 SWIMMING POOL	97,887	125,400	87,325	126,450	<b>0.84%</b>
56400 COMMUNITY DEVELOPMENT	64,467	50,000	75,000	35,000	<b>-30.00%</b>
59200 TRANSFERS TO OTHER FUNDS	27,925	10,000	145,200	10,000	<b>0.00%</b>
<b>Total Budget Expenditures</b>	<b>2,561,550</b>	<b>2,748,300</b>	<b>2,806,356</b>	<b>2,843,125</b>	<b>3.45%</b>

Difference in Revenues over Expenditures	<b>290,331</b>	-	<b>(66,566)</b>	-
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Village of Cross Plains  
2021 General Fund Operating Budget

**Index Expenditures Summary**

<i>PERSONNEL SERVICES</i>		2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
101	Department Head	239,063	235,350	242,300	238,600	1.38%
102	First Subordinate	123,034	128,850	128,850	132,150	2.56%
103	Full-Time Employees	557,667	564,400	566,250	584,400	3.54%
104-107	Part-Time Employees	120,592	141,050	97,050	151,000	7.05%
110	Bonus Pool	13,588	16,500	15,047	18,150	10.00%
171	Health Insurance	184,955	226,550	213,000	226,200	-0.15%
172	Dental	8,840	9,250	8,900	9,100	-1.62%
173	Retirement	95,141	98,600	99,200	103,425	4.89%
174	Social Security	63,332	65,200	65,200	68,700	5.37%
175	Medicare	14,812	15,525	15,125	16,125	3.86%
176	Life Insurance	2,135	2,775	2,525	2,775	0.00%
177	Disability Insurance	-	-	-	-	-----
178	Uniform	9,021	14,000	13,250	11,000	-21.43%
179	Flexible Spending	1,102	1,250	1,250	1,250	0.00%
<b>Total PERSONNEL SERVICES Expense</b>		<b>1,433,281</b>	<b>1,519,300</b>	<b>1,467,947</b>	<b>1,562,875</b>	<b>2.87%</b>

<i>CONTRACTUAL SERVICES</i>		2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
201	Postage	4,428	3,750	11,900	7,450	98.67%
202	Communication	21,716	23,350	23,200	23,400	0.21%
203	Utilities	49,227	49,000	48,500	48,500	-1.02%
204	Dues & Subscriptions	37,799	59,750	59,684	44,750	-25.10%
205	Meetings	15,621	17,100	11,050	18,600	8.77%
206	Printing	12,632	8,950	8,450	8,450	-5.59%
207	Support Services	609,082	684,350	674,875	710,000	3.75%
208	Legal Fees	17,196	28,000	24,000	28,200	0.71%
209	Insurance	60,204	64,000	64,000	64,600	0.94%
<b>Total CONTRACTUAL SERVICES Exp</b>		<b>827,905</b>	<b>938,250</b>	<b>925,659</b>	<b>953,950</b>	<b>1.67%</b>

<i>SUPPLIES AND EXPENSES</i>		2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
301	Equipment	24,597	25,000	28,000	25,000	0.00%
302	Technology	28,161	25,950	30,700	23,250	-10.40%
303	Fuel	31,392	30,250	29,500	29,250	-3.31%
304	Supplies	41,120	57,000	53,050	56,650	-0.61%
305	Maintenance	102,556	85,550	86,300	124,350	45.35%
306	Programs	23,442	27,250	15,750	27,750	1.83%
307	Concessions	4,500	5,500	-	5,500	
399	Miscellaneous	4,189	4,250	4,250	4,250	0.00%
<b>Total SUPPLIES AND EXPENSES</b>		<b>259,957</b>	<b>260,750</b>	<b>247,550</b>	<b>296,000</b>	<b>13.52%</b>

<i>OTHER</i>		2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
51900	Contingency	12,481	20,000	20,000	20,000	0.00%
51910	Illegal Taxes, Refunds	-	-	-	-	-----
59200	Transfers to Other Funds	27,925	10,000	145,200	10,000	0.00%
<b>Total OTHER Expenses</b>		<b>40,406</b>	<b>30,000</b>	<b>165,200</b>	<b>30,000</b>	<b>0.00%</b>

**2,561,550      2,748,300      2,806,356      2,842,825      3.44%**

## General Fund Fund Balances

<b>12/31/2019 Unassigned Fund Balance*</b>	625,366
<b>Estimated 2020 change in Fund Balance</b>	<u>(66,566)</u>
<b>Est. 12/31/2020 Fund Balance</b>	558,800
<b>Budgeted 2021 change in Fund Balance</b>	<u>-</u>
<b>Est. 12/31/2021 Unassigned Fund Balance</b>	558,800
<b>Fund Balance requirement</b>	568,625
<b>12/31/2019 Pool Improvement Fund Balance**</b>	49,348
<b>Estimated 2020 change in Fund Balance</b>	<u>-</u>
<b>Est. 12/31/2020 Pool Improvement Fund Balance</b>	49,348
<b>Budgeted 2021 change in Fund Balance</b>	<u>(17,000)</u>
<b>Est. 12/31/2021 Pool Improvement Fund Balance</b>	32,348
<b>12/31/2019 Baer Park Improvement Fund Balance***</b>	45,267
<b>Estimated 2020 change in Fund Balance</b>	<u>1,200</u>
<b>Est. 12/31/2020 Baer Park Impr Fund Balance</b>	46,467
<b>Budgeted 2021 change in Fund Balance</b>	<u>5,000</u>
<b>Est. 12/31/2021 Baer Park Improvement Fund Balance</b>	51,467
<b>12/31/2019 Glacier Ridge Impact Fees Balance****</b>	37,496
<b>Estimated 2020 change in Balance</b>	<u>-</u>
<b>Est. 12/31/2020 Glacier Ridge Impact Fees Balance</b>	37,496
<b>Budgeted 2021 change in Balance</b>	<u>(30,000)</u>
<b>Est. 12/31/2021 Glacier Ridge Impact Fees Balance</b>	7,496

\* Unassigned Fund Balance is any resources that are not restricted, committed, or assigned to other purposes.

\*\*

The Pool Improvement Fund are committed resources for special improvement expenses at the Cross Plains pool. \$5 from each pool membership and \$5 per Stingray swimmer is allocated to the Pool Improvement Fund.

\*\*\* The Baer Park Improvement Fund are committed resources for special improvements at Baer Park. Funds collected for use of the baseball fields and shelter rental are allocated to the Baer Park Improvement Fund.

\*\*\*\* Glacier Ridge Impact Fees were received as a one-time payment from the developer of the Glacier Ridge subdivision. These funds are to be used for park expenses for that area.



**REVENUES  
CAPITAL FUND - FUND 120**

**Budget Summary**

<b>TAXES</b>	
	41000

		2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
41110	General Property Taxes	7,000	-	-	-	-----
	<b>Total TAXES Revenue</b>	<b>7,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-----</b>

<b>INTERGOVERNMENTAL</b>	
	43000

		2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
43520	State Public Safety Aid	-	-	-	-	-----
43530	State Highway Aid	-	-	-	-	-----
43540	State Grants - Sanitation	15,911	-	-	-	-----
43570	State Grants - Recreation	45,000	-	102,500	-	-----
43700	County Grants	200,000	-	-	801,750	-----
43710	County Transportation Aid	12,803	-	2,360	-	-----
	<b>Total INTERGOVERNMENTAL Rev</b>	<b>273,714</b>	<b>-</b>	<b>104,860</b>	<b>801,750</b>	<b>-----</b>

<b>MISCELLANEOUS</b>	
	48000

		2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
48000	Miscellaneous	226,642	-	23,350	-	-----
48100	Interest	-	-	-	-	-----
48200	Debt Premium	36,258	-	-	-	-----
48500	Donations	10,636	-	-	-	-----
	<b>Total MISCELLANEOUS Revenue</b>	<b>273,537</b>	<b>-</b>	<b>23,350</b>	<b>-</b>	<b>-----</b>

<b>OTHER FINANCING SOURCES</b>	
	49000

		2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
49100	Proceeds of Long-term Debt	1,000,238	380,500	-	285,000	-25.10%
49101	Capital Lease Proceeds	89,400	-	-	-	-----
49200	Transfers from Other Funds	-	-	135,200	246,750	-----
49300	Fund Balance Applied	-	205,000	-	-	-100.00%
	<b>Total OTHER FINANCING SOURCES</b>	<b>1,089,638</b>	<b>585,500</b>	<b>135,200</b>	<b>531,750</b>	<b>-9.18%</b>

<b>Total Capital Revenue</b>	<b>1,643,889</b>	<b>585,500</b>	<b>263,410</b>	<b>1,333,500</b>	<b>127.75%</b>
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**GENERAL PUBLIC BUILDINGS  
CAPITAL FUND - FUND 120**

**MISSION STATEMENT:**

Provide sufficient capital funding to maintain adequate general public buildings and services.

**PROGRAM DESCRIPTION:**

General Public Buildings includes Library and the Village Hall which also houses the Police Department, Parks/Recreation, general administrative services, Village Board, and other functions.

**PROGRAM OBJECTIVES:**

Provide funding as requested and available.

**GENERAL PUBLIC BUILDINGS BUDGET SUMMARY**

	2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
Total Contractual Services Expenses	-	-	-	-	-----
Total Supplies and Expenses	124,400	30,000	29,800	48,000	60.00%
Total Capital Outlay	1,835	75,000	75,000	-	-100.00%
<b>Total Expenditures</b>	<b>126,235</b>	<b>105,000</b>	<b>104,800</b>	<b>48,000</b>	<b>-54.29%</b>

**GENERAL PUBLIC BUILDINGS (Continued)**  
**CAPITAL FUND - FUND 120**

EXPENDITURES

		2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
	57140					
207	Support Services	-	-	-	-	-----
302	Technology	124,400	30,000	29,800	48,000	60.00%
802	Facility	-	75,000	75,000	-	
803	Equipment	1,835	-	-	-	-----
<b>Total PUBLIC BUILDINGS Exp</b>		<b>126,235</b>	<b>105,000</b>	<b>104,800</b>	<b>48,000</b>	<b>-54.29%</b>

Notes:

**302** Funding for purchase & implementation of accounting software with a new vendor (\$30,000/yr; year 3 of 3).  
 Update GIS mapping system (\$18,000).

**802**

**EMERGENCY MANAGEMENT  
CAPITAL FUND - FUND 120**

**MISSION STATEMENT:**

To provide sufficient funding for capital needs within Emergency Management.

**PROGRAM DESCRIPTION:**

The Village Administrator is the appointed Emergency Management Director. The program strives to cope with emergencies resulting from enemy action and man-made or natural disasters. This fund plans for projects specifically dealing with the mitigation and preparedness stages of the emergency management cycle. The intent of this program is separate from capital projects in other departments that may be primary to the respective department, but have hazard mitigation benefits.

**PROGRAM OBJECTIVES:**

Provide funding as requested and available.

Leverage funds as match to outside financing opportunities.

**EMERGENCY MANAGEMENT BUDGET SUMMARY**

	2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
Total Contractual Services Expenses	-	60,000	65,000	-	-100.00%
Total Supplies and Expenses	-	-	-	-	-----
Total Capital Outlay	-	-	-	1,170,000	-----
<b>Total Expenditures</b>	-	60,000	65,000	1,170,000	1850.00%

**EMERGENCY MANAGEMENT (Continued)**  
**CAPITAL FUND - FUND 120**

EXPENDITURES

		2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
57170						
207	Support Services	-	60,000	65,000	-	-100.00%
805	Infrastructure	-	-	-	1,170,000	
<b>Total EMERGENCY MGMT Expense</b>		-	<b>60,000</b>	<b>65,000</b>	<b>1,170,000</b>	<b>1850.00%</b>

Notes:

**207**

**805** Improve stormwater infrastructure on northwest section of Village (\$867,000). Improve agricultural land to prairie and wetland along Brewery Creek (\$303,000).

**POLICE DEPARTMENT  
CAPITAL FUND - FUND 120**

**MISSION STATEMENT:**

To provide sufficient funding for capital needs within the Police Department.

**PROGRAM DESCRIPTION:**

The Police Department currently has 3 vehicles, speed trailer, and a variety of other public safety related equipment. Additionally, the department shares the lower level of the Village Hall facility.

**PROGRAM OBJECTIVES:**

Provide funding as requested and available.

Assist the Police Department with the management of their capital needs as requested.

**POLICE DEPARTMENT BUDGET SUMMARY**

	2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
Total Contractual Services Expenses	-	-	-	-	-----
Total Supplies and Expenses	-	-	-	-	-----
Total Capital Outlay	12,680	-	-	58,900	-----
<b>Total Expenditures</b>	<b>12,680</b>	<b>-</b>	<b>-</b>	<b>58,900</b>	<b>-----</b>

**POLICE DEPARTMENT (Continued)  
CAPITAL FUND - FUND 120**

EXPENDITURES

		2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
57210						
801	Vehicle	-	-	-	48,500	-----
803	Equipment	12,680	-		10,400	-----
<b>Total POLICE DEPARTMENT Expense</b>		<b>12,680</b>	<b>-</b>	<b>-</b>	<b>58,900</b>	<b>-----</b>

Notes:

- 801** Replace the 2013 Police Squad car.
- 803** Replacement of server.

**CROSS PLAINS-BERRY FIRE DISTRICT  
CAPITAL FUND - FUND 120**

**MISSION STATEMENT:**

As a member of the Cross Plains-Berry Fire District, the Village will participate the funding needed for capital improvements according to the intergovernmental agreement.

**PROGRAM DESCRIPTION:**

The Fire District has a variety of equipment used to accomplish their stated mission as well as dedicated Fire Station to maintain and operate. The District has no capital requests for the 2020 fiscal year.

**PROGRAM OBJECTIVES:**

Provide funding as requested and approved.

Assist the Fire District with the management of their capital needs as requested.

**CROSS PLAINS-BERRY FIRE DISTRICT BUDGET SUMMARY**

	2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
Total Contractual Services Expenses	-	-	-	-	-----
Total Supplies and Expenses	-	-	-	-	-----
Total Capital Outlay	33,373	25,500	25,500	-	-100.00%
<b>Total Expenditures</b>	<b>33,373</b>	<b>25,500</b>	<b>25,500</b>	-	-100.00%



**CROSS PLAINS-BERRY FIRE DISTRICT (Continued)**  
**CAPITAL FUND - FUND 120**

EXPENDITURES

		2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
	57220					
803	Equipment	33,373	25,500	25,500	-	-100.00%
	<b>Total FIRE PROTECTION Expense</b>	<b>33,373</b>	<b>25,500</b>	<b>25,500</b>	<b>-</b>	<b>-100.00%</b>

Notes:

**CROSS PLAINS AREA EMS  
CAPITAL FUND - FUND 120**

**MISSION STATEMENT:**

As a member of the Cross Plains Area EMS, the Village will participate the funding needed for capital improvements according to the intergovernmental agreement.

**PROGRAM DESCRIPTION:**

EMS operates its own station, has one vehicle, and a variety of additional public safety equipment that could be considered for the capital budget.

**PROGRAM OBJECTIVES:**

Provide funding as requested and approved.

Assist the EMS District with the management of their capital needs as requested.

**CROSS PLAINS AREA EMS BUDGET SUMMARY**

	2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
Total Contractual Services Expenses	-	-	-	-	-----
Total Supplies and Expenses	-	-	-	-	-----
Total Capital Outlay	-	-	-	-	-----
<b>Total Expenditures</b>	-	-	-	-	-----

**CROSS PLAINS AREA EMS (Continued)**  
**CAPITAL FUND - FUND 120**

EXPENDITURES

		2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
57230						
803	Equipment	-	-	-	-	-----
<b>Total AMBULANCE Expense</b>		-	-	-	-	-----

Notes:

**PUBLIC FACILITIES  
CAPITAL FUND - FUND 120**

**MISSION STATEMENT:**

To provide sufficient funding for capital needs related to roads, storm water, vehicles, equipment, and other capital needs identified within the Department of Public Facilities.

**PROGRAM DESCRIPTION:**

Public Facilities oversees capital improvements concerning roads, utilities, storm water, and other general public improvements. They also maintain a fleet of vehicles and equipment used in the service delivery, operation, and maintenance of the Department.

**PROGRAM OBJECTIVES:**

Repair and restore Village infrastructure damaged from 2018 flood and plan for stormwater mitigation.

Identify Village streets in need or repair and replacement, and perform necessary maintenance.

Maintain equipment and vehicle needs in line with the vision of the Village Board.

**PUBLIC FACILITIES BUDGET SUMMARY**

	2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
Total Contractual Services Expenses	1,668	-	-	-	-----
Total Supplies and Expenses	-	-	-	-	-----
Total Capital Outlay	540,287	200,000	203,900	123,500	-38.25%
<b>Total Expenditures</b>	<b>541,955</b>	<b>200,000</b>	<b>203,900</b>	<b>123,500</b>	<b>-38.25%</b>

**PUBLIC FACILITIES (Continued)**  
**CAPITAL FUND - FUND 120**

EXPENDITURES

		2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
57300						
207-000	Support Services	1,668	-	-	-	-----
207-102	Support Services - Stormwater Plan	-	-	-	-	-----
802-000	Facility	-	-	-	-	-----
803-000	Equipment	119,682	80,000	80,000	23,500	-70.63%
805-101	Infrastructure - General	232,066	100,000	100,000	100,000	0.00%
805-104	Infrastructure - County Hwy P (Church St)	144,071	-	3,900	-	-----
805-106	Infrastructure - Streetscaping	20,645	-	-	-	-----
805-107	Infrastructure - 2018 Flood	23,823	20,000	20,000	-	-100.00%
<b>Total PUBLIC FACILITIES Expense</b>		<b>541,955</b>	<b>200,000</b>	<b>203,900</b>	<b>123,500</b>	<b>-38.25%</b>

Notes:

**803-000** Provides funds replace the 2019 skidsteer (\$14,000) and install flashing beacons on Bourbon Rd at Continental Ln (\$9,500).

**805-101** Funding is provided for long term repairs as conducted through the annual Street Maintenance Plan as well as for other general infrastructure needs.

**PARKS, RECREATION, & CONSERVANCY  
CAPITAL FUND - FUND 120**

**MISSION STATEMENT:**

To provide adequate, working, and functional capital equipment to meet the needs of users and staff of the Parks facilities, Recreation programs, and Conservancy lands.

**PROGRAM DESCRIPTION:**

Parks, Recreation, and Conservancy requires a variety of different capital improvements from time to time including work at the pool, playground equipment, registration software, and other needs as they arise.

**PROGRAM OBJECTIVES:**

Improve user interaction through technology efforts at they are available.

Create and implement playground equipment replacement plan.

**PARKS, RECREATION, AND CONSERVANCY BUDGET SUMMARY**

	2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
Total Contractual Services Expenses	130	-	-	-	-----
Total Supplies and Expenses	-	-	-	-	-----
Total Capital Outlay	29,819	185,000	135,200	30,000	-83.78%
<b>Total Expenditures</b>	<b>29,949</b>	<b>185,000</b>	<b>135,200</b>	<b>30,000</b>	<b>-83.78%</b>

**PARKS, RECREATION, & CONSERVANCY  
CAPITAL FUND - FUND 120**

EXPENDITURES

		2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
57620						
207-000	Support Services	130	-	-	-	-----
801-000	Vehicle	-	-	-	-	-----
802-000	Facility	1,493	-	-	-	-----
803-000	Equipment	12,000	-	-	-	-----
804-000	Property	-	-	-	-	-----
805-000	Infrastructure	4,345	130,000	135,200	30,000	-76.92%
805-101	Infrastructure-Zander Park Trail Expansion	11,981	-	-	-	-----
805-103	Infrastructure - CTH KP Trail Expansion	-	55,000	-	-	-100.00%
<b>Total PARKS, REC, &amp; CONSER Exp</b>		<b>29,949</b>	<b>185,000</b>	<b>135,200</b>	<b>30,000</b>	<b>-83.78%</b>

Notes:

**805-000** Addition of playground equipment in the Baer Park expansion area.

**DEBT SERVICE  
CAPITAL FUND - FUND 120**

**MISSION STATEMENT:**

Provide adequate funding to cover issuance expenses for debt service.

**PROGRAM DESCRIPTION:**

The Capital Fund is responsible for the issuance expense of bond payments and other note issuances as needed to fulfill annual borrowing needs. Paid for through money borrowed in the issuance.

**DEBT SERVICE BUDGET SUMMARY**

	2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
Total Contractual Services Expenses	-	-	-	-	-----
Total Supplies and Expenses	-	-	-	-	-----
Total Debt Service	25,509	10,000	-	10,000	0.00%
<b>Total Expenditures</b>	<b>25,509</b>	<b>10,000</b>	<b>-</b>	<b>10,000</b>	<b>0.00%</b>



**DEBT SERVICE (Continued)**  
**CAPITAL FUND - FUND 120**

EXPENDITURES

		2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
58000						
601	Principal	-	-	-	-	-----
602	Interest	-	-	-	-	-----
604	Debt Issue Expense	25,509	10,000	-	10,000	0.00%
<b>Total DEBT SERVICE Expense</b>		<b>25,509</b>	<b>10,000</b>	<b>-</b>	<b>10,000</b>	<b>0.00%</b>

Notes:

**TRANSFERS TO OTHER FUNDS  
CAPITAL FUND - FUND 120**

**MISSION STATEMENT:**

To allow for the ability for the Capital Fund to transfer money to other funds as needed and/or approved by the Village Board

**PROGRAM DESCRIPTION:**

Occasionally, other funds within the Village require money to be transferred from the Capital Fund. This line item is included for accounting purposes as the auditor typically identifies when this is necessary according to applicable

**PROGRAM OBJECTIVES:**

Reduces the need to amend the budget if a transfer between funds is needed.

Transfers from the Capital Fund will be identified in the annual Audit.

**TRANSFERS TO OTHER FUNDS BUDGET SUMMARY**

	2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
Total Contractual Services Expenses	-	-	-	-	-----
Total Supplies and Expenses	-	-	-	-	-----
Total Other	-	-	-	-	-----
<b>Total Expenditures</b>	-	-	-	-	-----

**TRANSFERS TO OTHER FUNDS (Continued)**  
**CAPITAL FUND - FUND 120**

EXPENDITURES

		2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
59200						
000	Transfers	-	-	-	-	-----
<b>Total TRANSFER Expense</b>		-	-	-	-	-----

Village of Cross Plains

2021 Capital Fund Operating Budget

**SUMMARY of REVENUES**

	2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
41000 TAXES	7,000	-	-	-	-----
43000 INTERGOVERNMENTAL	273,714	-	104,860	801,750	-----
46000 PUBLIC CHARGES FOR SERVICES	-	-	-	-	-----
48000 MISCELLANEOUS	273,537	-	23,350	-	-----
49000 OTHER FINANCING SOURCES	-	205,000	135,200	246,750	20.37%
49100 PROCEEDS FROM LONG TERM DEBT	1,000,238	380,500	-	285,000	-25.10%
<b>Total Budget Revenue</b>	<b>1,554,489</b>	<b>585,500</b>	<b>263,410</b>	<b>1,333,500</b>	<b>127.75%</b>

**SUMMARY of EXPENDITURES**

	2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
57140 GENERAL PUBLIC BUILDINGS	126,235	105,000	104,800	48,000	-54.29%
57170 EMERGENCY MANAGEMENT	-	60,000	65,000	1,170,000	1850.00%
57210 POLICE DEPARTMENT	12,680	-	-	58,900	-----
57220 CROSS PLAINS-BERRY FIRE DISTRICT	33,373	25,500	25,500	-	-100.00%
57230 CROSS PLAINS AREA EMS	-	-	-	-	-----
57300 PUBLIC FACILITIES	541,955	200,000	203,900	123,500	-38.25%
57620 PARKS, RECREATION, & CONSERVANCY	29,949	185,000	135,200	30,000	-83.78%
58000 DEBT SERVICE	25,509	10,000	-	10,000	0.00%
59200 TRANSFERS TO OTHER FUNDS	-	-	-	-	-----
<b>Total Budget Expenditures</b>	<b>769,701</b>	<b>585,500</b>	<b>534,400</b>	<b>1,440,400</b>	<b>146.01%</b>

*Difference between Revenues and Expenditures*      **784,788**      -      **(270,990)**      **(106,900)**      -----

12/31/2019 Fund Balance	427,768
Estimated 2020 change in Fund Balance	(270,990)
Est. 12/31/2020 Fund Balance	<u>156,778</u>
Budgeted 2021 change in Fund Balance	(106,900)
Est. 12/31/2021 Fund Balance	<u>49,878</u>
 Fund Balance requirement	 50,000

**REVENUES  
LIBRARY FUND - FUND 130**

**Budget Summary**

<b>Taxes</b>	
	41000

		2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
41110	General Property Taxes	290,794	295,467	295,467	290,323	-1.74%
	<b>Total TAXES Revenue</b>	<b>290,794</b>	<b>295,467</b>	<b>295,467</b>	<b>290,323</b>	<b>-1.74%</b>

<b>Intergovernmental Revenues</b>	
	43000

		2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
43720	Dane County Library Reimbursement	100,991	104,728	105,066	116,850	11.57%
	<b>Total INTERGOVERNMENTAL Rev</b>	<b>100,991</b>	<b>104,728</b>	<b>105,066</b>	<b>116,850</b>	<b>11.57%</b>

<b>Fines, Forfeits, &amp; Penalties</b>	
	45000

		2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
45190	Other Law and Ordinance Violations	2,328	500	500	500	0.00%
	<b>Total FINES, FORFEITS, &amp; PENALTIES</b>	<b>2,328</b>	<b>500</b>	<b>500</b>	<b>500</b>	<b>0.00%</b>

<b>Public Charges for Services</b>	
	46000

		2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
46710	General Library Revenue	5,085	5,220	5,220	4,950	-5.17%
	<b>Total PUBLIC CHARGES Rev</b>	<b>5,085</b>	<b>5,220</b>	<b>5,220</b>	<b>4,950</b>	<b>-5.17%</b>

**REVENUES  
LIBRARY FUND - FUND 130**

**Budget Summary**

<b>Miscellaneous Revenues</b>	
	48000

		2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
48000	Miscellaneous Revenue	-	400	400	400	0.00%
48200	Rent	678	500	500	250	-50.00%
	<b>Total MISCELLANEOUS Revenue</b>	<b>678</b>	<b>900</b>	<b>900</b>	<b>650</b>	<b>-27.78%</b>

<b>Other Financing Sources</b>	
	49000

		2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
49200	Transfers from Other Funds	-	-	-	-	-----
49300	Fund Balance Applied	-	-	-	-	-----
49310	Endowment Funds	2,000	2,000	2,000	2,000	0.00%
	<b>Total OTHER FINANCING SOURCES</b>	<b>2,000</b>	<b>2,000</b>	<b>2,000</b>	<b>2,000</b>	<b>0.00%</b>

<b>Total Budget Revenues</b>	<b>401,876</b>	<b>408,815</b>	<b>409,153</b>	<b>415,273</b>	<b>1.58%</b>
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**GENERAL BUILDINGS AND PLANT  
LIBRARY FUND - FUND 130**

**MISSION STATEMENT:**

To ensure the upkeep and maintenance of the Library including but not limited to the building, HVAC, water, sewer, telephone, data, and other mechanicals.

**PROGRAM DESCRIPTION:**

The Library was constructed in 2008 using many different environmentally friendly construction techniques. The facility is occasionally rented out with the revenue collected from the rent going to offset building expense.

**PROGRAM OBJECTIVES:**

Review all applicable utilities for energy efficiency opportunities.

Continue maintenance programs and general upkeep.

**GENERAL BUILDINGS AND PLANT BUDGET SUMMARY**

	2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
Total Personnel Services Expense	-	-	-	-	-----
Total Contractual Services Expenses	26,660	31,365	30,390	30,740	-1.99%
Total Supplies and Expenses	15,253	11,000	11,400	12,000	9.09%
<b>Total Expenditures</b>	<u>41,913</u>	<u>42,365</u>	<u>41,790</u>	<u>42,740</u>	0.89%

**GENERAL BUILDINGS AND PLANT (Continued)**  
**LIBRARY FUND - FUND 130**

EXPENDITURES

CONTRACTUAL SERVICES

		2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
51600						
202	Communication	1,653	1,575	1,600	1,650	4.76%
203	Utilities	17,218	22,000	21,000	21,300	-3.18%
207	Support Services	7,789	7,790	7,790	7,790	0.00%
<b>Total CONTRACTUAL SERVICES</b>		<b>26,660</b>	<b>31,365</b>	<b>30,390</b>	<b>30,740</b>	<b>-1.99%</b>

SUPPLIES AND EXPENSES

		2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
51600						
304	Supplies	1,028	1,200	1,400	1,500	25.00%
305	Maintenance	14,225	9,800	10,000	10,500	7.14%
<b>Total SUPPLIES AND EXPENSES</b>		<b>15,253</b>	<b>11,000</b>	<b>11,400</b>	<b>12,000</b>	<b>9.09%</b>
<b>Total GENERAL BLDG AND PLANT</b>		<b>41,913</b>	<b>42,365</b>	<b>41,790</b>	<b>42,740</b>	<b>0.89%</b>

Notes:

- 207** Cleaning services.
- 304** General building supplies are needed including bathroom paper products, cleaning supplies and other general materials. Increase for 2021 is attributed to additional sanitation and PPE supplies for COVID-19.
- 305** General equipment maintenance and repairs increase as the building and equipment ages.



**ROSEMARY GARFOOT PUBLIC LIBRARY  
LIBRARY FUND - FUND 130**

**MISSION STATEMENT:**

The Rosemary Garfoot Public Library provides free and open access to information and the universe of ideas to a diverse and inclusive community. By connecting people to the transformative power of knowledge, the library advances literacy, guides life-long learning, and inspires curiosity. As the first L.E.E.D. (Leadership in Energy and Environmental Design ) certified public library in Wisconsin, the Rosemary Garfoot Public Library promotes environmental stewardship through provision of environmental and ecological collections and implementation of environmental programs.

**PROGRAM DESCRIPTION:**

The Library is a member of the South Central Library System (SCLS) and Dane County Library Service (DCLS). Through membership in SCLS and DCLS, the Library receives supplemental funding and support services. Per contractual agreements with these entities, the Library abides by requirements laid out in the agreements pertaining to staffing levels, finances, open hours, collection development, technology, facility, and resource sharing. The Library also adheres to the law set forth in Wisconsin Statutes, Chapter 43. The Library is staffed by 5.23 FTE employees. Administration is conducted by the Director and Assistant Director, Youth Services are handled by the Children's Librarian, and Circulation Services are overseen by the Circulation Managers. Support Staff consists of Library Assistants.

**PROGRAM OBJECTIVES:**

Ensure continuation of a level of service and collection development citizens have come to expect and deserve.

Ensure the Library remains open and available six days a week.

**ROSEMARY GARFOOT PUBLIC LIBRARY BUDGET SUMMARY**

	2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
Total Personnel Services Expense	263,920	270,750	269,070	276,150	1.99%
Total Contractual Services Expenses	30,224	32,225	31,203	32,658	1.34%
Total Supplies and Expenses	54,174	63,475	64,025	63,725	0.39%
<b>Total Expenditures</b>	<b>348,318</b>	<b>366,450</b>	<b>364,298</b>	<b>372,533</b>	<b>1.66%</b>

**ROSEMARY GARFOOT PUBLIC LIBRARY (Continued)**  
**LIBRARY FUND - FUND 130**

EXPENDITURES

*PERSONNEL SERVICES*

		2019	2020	2020	2021	% Change
		Actual	Budget	Projected	Budget	vs. 2020
	55110					
101	Director	66,465	67,100	67,100	68,100	1.49%
102	Assistant Director	43,503	43,900	43,900	44,500	1.37%
103	Librarian	36,490	36,900	36,900	37,400	1.36%
104	Part-Time Staff	49,615	53,000	51,500	53,200	0.38%
110	Bonus Pool	2,912	3,000	2,941	3,000	0.00%
171	Health Insurance	33,488	34,100	34,100	36,800	7.92%
172	Dental	3,070	3,000	3,000	3,000	0.00%
173	Retirement	12,532	13,250	13,250	13,450	1.51%
174	Social Security	12,016	12,400	12,400	12,600	1.61%
175	Medicare	2,810	3,100	2,900	3,000	-3.23%
176	Life Insurance	1,018	1,000	1,079	1,100	10.00%
177	Income Continuation	-	-	-	-	-----
<b>Total PERSONNEL SERVICES Expense</b>		<b>263,920</b>	<b>270,750</b>	<b>269,070</b>	<b>276,150</b>	<b>1.99%</b>

*CONTRACTUAL SERVICES*

		2019	2020	2020	2021	% Change
		Actual	Budget	Projected	Budget	vs. 2020
	55110					
201	Postage	278	425	375	375	-11.76%
204	Dues & Subscriptions	504	500	500	500	0.00%
205	Meetings	1,159	3,000	2,000	2,800	-6.67%
206	Printing	243	250	250	250	0.00%
207	Support Services	28,040	28,050	28,078	28,733	2.43%
<b>Total CONTRACTUAL SERVICES Exp</b>		<b>30,224</b>	<b>32,225</b>	<b>31,203</b>	<b>32,658</b>	<b>1.34%</b>

*SUPPLIES AND EXPENSES*

		2019	2020	2020	2021	% Change
		Actual	Budget	Projected	Budget	vs. 2020
	55110					
301-000	Equipment	6,099	6,500	6,500	6,500	0.00%
302-000	Technology	1,990	1,750	2,300	1,950	11.43%
304-101	Supplies - Books	24,936	27,140	27,140	27,140	0.00%
304-102	Supplies - Reference Materials	1,405	2,500	2,500	2,500	0.00%
304-103	Supplies - Periodicals	3,484	3,735	3,735	3,735	0.00%
304-104	Supplies - Audiovisual	5,763	9,500	9,500	9,500	0.00%
304-105	Supplies - General	6,300	7,850	7,850	7,900	0.64%
306-000	Programs	2,940	3,000	3,000	3,000	0.00%
399-000	Miscellaneous	1,256	1,500	1,500	1,500	0.00%
<b>Total SUPPLIES AND EXPENSES</b>		<b>54,174</b>	<b>63,475</b>	<b>64,025</b>	<b>63,725</b>	<b>0.39%</b>

<b>Total LIBRARY Expense</b>	<b>348,318</b>	<b>366,450</b>	<b>364,298</b>	<b>372,533</b>	<b>1.66%</b>
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**ROSEMARY GARFOOT PUBLIC LIBRARY (Continued)**  
**LIBRARY FUND - FUND 130**

**EXPENDITURES**

Notes:

**PERSONNEL SERVICES**

- 104** Part-time salaries are being raised almost 5% in anticipation of future minimum wage increases and to be more competitive in garnering qualified applicants for part-time library positions.
- 110** Employees may be provided Merit Pay (i.e. - Bonus) upon successful completion of a Performance Evaluation. Amount of Bonus Pool determined based upon 2% of the total wages for the Department which is the maximum afforded merit pay.
- 171** 2021 Budget assumes 2 employees on the family plan. Health insurance rates are set by the State. The 2021 fee for family is \$1,743.32 per month and for single is \$712.12 per month. The family rates are approximately 8.0% higher than 2020 and single rates are approximately 7.9% higher than 2020. The employee is responsible for paying 12.0% of that cost.
- 173** There are 3 full-time and 2 part-time employees currently enrolled in WRS. The employer contribution rate for general employees is 7.35%, which is the same as 2020.

**CONTRACTUAL SERVICES**

- 204** Includes funding for membership in the Wisconsin Library Association and American Library
- 205** Funding provided for the Director to attend two State conferences and a national conference bi-annually in order to meet continuing education requirements and improve library service.
- 207** This fee provides for the ILS/Link Cat and non-link PC troubleshooting, etc. Also provides for Enterprise Wireless.

**SUPPLIES AND EXPENSES**

- 101-104** Usually these accounts reflect the Library's mission to maintain the Long Range Plan by keeping up with rising book, reference, and periodical prices based on the rate of inflation. With a tight budget year looming, the Library will defer all inflationary materials increases until the 2021 budget.
- 399** Reflects increase in mowing fees.
- 105** Increase is based on rising cost of processing materials such as book covers, cases, tapes, adhesives

**TRANSFERS TO OTHER FUNDS  
LIBRARY FUND - FUND 130**

**MISSION STATEMENT:**

To allow for the ability for the Library Fund to transfer money to other funds as needed and/or approved by the Library Board.

**PROGRAM DESCRIPTION:**

Occasionally, other funds within the Village require money to be transferred from the Library Fund. This line item is included for accounting purposes as the auditor typically identifies when this is necessary according to applicable accounting standards.

**PROGRAM OBJECTIVES:**

Reduces the need to amend the budget if a transfer between funds is needed.

Transfers from the Library Fund will be identified in the annual Audit.

**TRANSFERS TO OTHER FUNDS BUDGET SUMMARY**

	2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
Total Personnel Services Expense	-	-	-	-	-----
Total Contractual Services Expenses	-	-	-	-	-----
Total Supplies and Expenses	-	-	-	-	-----
Total Transfers Expense	-	-	-	-	-----
<b>Total Expenditures</b>	-	-	-	-	-----

**TRANSFERS TO OTHER FUNDS (Continued)**  
**LIBRARY FUND - FUND 130**

EXPENDITURES

		2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
	59200					
59200	Transfers to Other Funds	-	-	-	-	-----
	<b>Total TRANSFERS Expense</b>	-	-	-	-	-----

Village of Cross Plains  
2021 Library Fund Operating Budget

**SUMMARY of REVENUES**

	2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
Taxes	290,794	295,467	295,467	290,323	-1.74%
Intergovernmental Revenues	100,991	104,728	105,066	116,850	11.57%
Fines, Forfeits, & Penalties	2,328	500	500	500	0.00%
Public Charges for Services	5,085	5,220	5,220	4,950	-5.17%
Miscellaneous Revenues	678	900	900	650	-27.78%
Other Financing Sources	2,000	2,000	2,000	2,000	0.00%
<b>Total Budget Revenue</b>	<b>401,876</b>	<b>408,815</b>	<b>409,153</b>	<b>415,273</b>	<b>1.58%</b>

**SUMMARY of EXPENDITURES**

	2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
51600 GENERAL BUILDINGS AND PLANT	41,913	42,365	41,790	42,740	<b>0.89%</b>
55110 ROSEMARY GARFOOT PUBLIC LIBRARY	348,318	366,450	364,298	372,533	<b>1.66%</b>
59200 TRANSFERS TO OTHER FUNDS	-	-	-	-	-----
<b>Total Budget Expenditures</b>	<b>390,231</b>	<b>408,815</b>	<b>406,088</b>	<b>415,273</b>	<b>1.58%</b>

Difference in Revenues over Expenditures	<b>11,645</b>	<b>-</b>	<b>3,065</b>	<b>-</b>
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Village of Cross Plains  
2021 Library Fund Operating Budget

**Index Expenditures Summary**

<i>PERSONNEL SERVICES</i>		2019	2020	2020	2021	% Change
		Actual	Budget	Projected	Budget	vs. 2020
101	Department Head	66,465	67,100	67,100	68,100	1.49%
102	First Subordinate	43,503	43,900	43,900	44,500	1.37%
103	Full-Time Employees	36,490	36,900	36,900	37,400	1.36%
104	Part-Time Employees	49,615	53,000	51,500	53,200	0.38%
110	Bonus Pool	2,912	3,000	2,941	3,000	0.00%
171	Health Insurance	33,488	34,100	34,100	36,800	7.92%
172	Dental	3,070	3,000	3,000	3,000	0.00%
173	Retirement	12,532	13,250	13,250	13,450	1.51%
174	Social Security	12,016	12,400	12,400	12,600	1.61%
175	Medicare	2,810	3,100	2,900	3,000	-3.23%
176	Life Insurance	1,018	1,000	1,079	1,100	10.00%
177	Disability Insurance	-	-	-	-	-----
<b>Total PERSONNEL SERVICES Expense</b>		<b>263,920</b>	<b>270,750</b>	<b>269,070</b>	<b>276,150</b>	<b>1.99%</b>

<i>CONTRACTUAL SERVICES</i>		2019	2020	2020	2021	% Change
		Actual	Budget	Projected	Budget	vs. 2020
201	Postage	278	425	375	375	-11.76%
202	Communication	1,653	1,575	1,600	1,650	4.76%
203	Utilities	17,218	22,000	21,000	21,300	-3.18%
204	Dues & Subscriptions	504	500	500	500	0.00%
205	Meetings	1,159	3,000	2,000	2,800	-6.67%
206	Printing	243	250	250	250	0.00%
207	Support Services	35,829	35,840	35,868	36,523	1.91%
<b>Total CONTRACTUAL SERVICES Exp</b>		<b>56,884</b>	<b>63,590</b>	<b>61,593</b>	<b>63,398</b>	<b>-0.30%</b>

<i>SUPPLIES AND EXPENSES</i>		2019	2020	2020	2021	% Change
		Actual	Budget	Projected	Budget	vs. 2020
301	Equipment	6,099	6,500	6,500	6,500	0.00%
302	Technology	1,990	1,750	2,300	1,950	11.43%
304	Supplies	42,916	51,925	52,125	52,275	0.67%
305	Maintenance	14,225	9,800	10,000	10,500	7.14%
306	Programs	2,940	3,000	3,000	3,000	0.00%
399	Miscellaneous	1,256	1,500	1,500	1,500	0.00%
<b>Total SUPPLIES AND EXPENSES</b>		<b>69,427</b>	<b>74,475</b>	<b>75,425</b>	<b>75,725</b>	<b>1.68%</b>

<i>OTHER</i>		2019	2020	2020	2021	% Change
		Actual	Budget	Projected	Budget	vs. 2020
59200	Transfers to Other Funds	-	-	-	-	-----
<b>Total OTHER Expenses</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-----</b>

<b>Total Budget Expenditures</b>	<b>390,231</b>	<b>408,815</b>	<b>406,088</b>	<b>415,273</b>	<b>1.58%</b>
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<b>12/31/2019 Fund Balance</b>	<b>32,421</b>
<b>Estimated 2020 change in Fund Balance</b>	<b>3,065</b>
<b>Est. 12/31/2020 Fund Balance</b>	<b>35,486</b>
<b>Budgeted 2021 change in Fund Balance</b>	<b>-</b>
<b>Est. 12/31/2021 Fund Balance</b>	<b>35,486</b>

**REVENUES  
DEBT SERVICE FUND - FUND 150**

**Budget Summary**

<b>Taxes</b>	
	41000

		2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
41110	General Property Taxes	1,004,250	1,098,800	1,098,800	1,075,300	-2.14%
	<b>Total TAXES Revenue</b>	<b>1,004,250</b>	<b>1,098,800</b>	<b>1,098,800</b>	<b>1,075,300</b>	<b>-2.14%</b>

<b>Other Financing Sources</b>	
	49000

		2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
49100	Proceeds of Long Term Debt	-	-	-	-	-----
49200	Transfers from Other Funds	44,448	64,300	64,300	64,000	-0.47%
49300	Fund Balance Applied	-	-	-	-	-----
	<b>Total OTHER FINANCING SOURCES</b>	<b>44,448</b>	<b>64,300</b>	<b>64,300</b>	<b>64,000</b>	<b>-0.47%</b>

<b>Total Budget Revenues</b>	<b>1,048,698</b>	<b>1,163,100</b>	<b>1,163,100</b>	<b>1,139,300</b>	<b>-2.05%</b>
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Notes:

**49200** All debt is automatically supported by property taxes before any other operating expenditure is paid unless it is specially paid for and supported by other funds budget. This requires other funds to transfer money into Debt Service to pay for their portion of past borrowings. The transfers for 2021 include the following:

- Fund 140 Parks/Rec: Annual transfer of \$10,000 from the Park Improvement Fund to pay for Mary's Place.

- Fund 310 TID: Annual transfer of \$53,978 as the TID's share in capital improvements for the Black Earth Creek Improvement Project (2013), Mill Creek Parkway (2014), and Highway 14 (Main Street) Streetscaping (2015).



**DEBT SERVICE  
DEBT SERVICE FUND - FUND 150**

**MISSION STATEMENT:**

To make all principal and interest payments on time without incurring penalties or impact the Village's financial standing.

**PROGRAM DESCRIPTION:**

The General Fund for the Village currently incurs debt for the General Fund, Capital Fund, and Tax Increment District. The money borrowed is used to offset specific expenses identified in the approval to borrow that is made by the Village Board. Only the Village Board can approve borrowing of money for the

**PROGRAM OBJECTIVES:**

Review opportunities to retire debt early to save on interest expense.

Review opportunities to refinance existing debt to save on interest expense.

**DEBT SERVICE BUDGET SUMMARY**

	2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
Total Personnel Services Expense	-	-	-	-	-----
Total Contractual Services Exp	6,300	7,000	7,000	7,000	0.00%
Total Supplies and Expenses	-	-	-	-	-----
Total Debt Service Expenses	1,106,661	1,156,100	1,156,100	1,132,300	-2.06%
<b>Total Expenditures</b>	<b>1,112,961</b>	<b>1,163,100</b>	<b>1,163,100</b>	<b>1,139,300</b>	<b>-2.05%</b>

**DEBT SERVICE (Continued)**  
**DEBT SERVICE FUND - FUND 150**

EXPENDITURES

		2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
	58000					
207	Paying Agent Fee	6,300	7,000	7,000	7,000	0.00%
601	Principal	914,184	945,700	945,700	949,900	0.44%
602	Interest	192,477	210,400	210,400	182,400	-13.31%
	<b>Total DEBT SERVICE Expense</b>	<b>1,112,961</b>	<b>1,163,100</b>	<b>1,163,100</b>	<b>1,139,300</b>	<b>-2.05%</b>

**TRANSFERS TO OTHER FUNDS  
DEBT SERVICE FUND - FUND 150**

**MISSION STATEMENT:**

To allow for the ability to transfer money to other funds as needed and/or approved by the Village Board.

**PROGRAM DESCRIPTION:**

Occasionally, other funds within the Village require money to be transferred. This line item is included for accounting purposes as the auditor typically identifies when this is necessary according to applicable

**PROGRAM OBJECTIVES:**

Reduces the need to amend the budget if a transfer between funds is needed.

Transfers will be identified in the annual Audit.

**TRANSFERS TO OTHER FUNDS BUDGET SUMMARY**

	2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
Total Personnel Services Expense	-	-	-	-	-----
Total Contractual Services Exp	-	-	-	-	-----
Total Supplies and Expenses	-	-	-	-	-----
Total Debt Service Expenses	-	-	-	-	-----
<b>Total Expenditures</b>	-	-	-	-	-----

**TRANSFERS TO OTHER FUNDS (Continued)**  
**DEBT SERVICE FUND - FUND 150**

EXPENDITURES

		2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
	59200					
59200	Transfers to Other Funds		-	-	-	-----
	<b>Total TRANSFERS Expense</b>	-	-	-	-	-----

Village of Cross Plains  
2021 Debt Service Fund Operating Budget

**SUMMARY of REVENUES**

	2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
Taxes	1,004,250	1,098,800	1,098,800	1,075,300	-2.14%
Other Financing Sources	44,448	64,300	64,300	64,000	-0.47%
<b>Total Budget Revenue</b>	<b>1,048,698</b>	<b>1,163,100</b>	<b>1,163,100</b>	<b>1,139,300</b>	<b>-2.05%</b>

**SUMMARY of EXPENDITURES**

	2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
58000 DEBT SERVICE	1,112,961	1,163,100	1,163,100	1,139,300	<b>-2.05%</b>
59200 TRANSFERS TO OTHER FUNDS	-	-	48,418	-	-----
<b>Total Budget Expenditures</b>	<b>1,112,961</b>	<b>1,163,100</b>	<b>1,211,518</b>	<b>1,139,300</b>	<b>-2.05%</b>

Difference in Revenues over Expenditures      **(64,263)**                      -                      **(48,418)**                      -

<b>12/31/2019 Fund Balance</b>	<b>48,418</b>
<b>Estimated 2020 change in Fund Balance</b>	<u><b>(48,418)</b></u>
<b>Est. 12/31/2020 Fund Balance</b>	-
<b>Budgeted 2021 change in Fund Balance</b>	<u>-</u>
<b>Est. 12/31/2021 Fund Balance</b>	-
 <b>Fund Balance requirement</b>	 -

**REVENUES  
TAX INCREMENT DISTRICT - FUND 310**

**Budget Summary**

<b>TAXES</b>	
	41000

		2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
41120	Tax Increments	517,563	747,250	747,248	691,600	-7.45%
	<b>Total TAXES Revenue</b>	<b>517,563</b>	<b>747,250</b>	<b>747,248</b>	<b>691,600</b>	<b>-7.45%</b>

<b>INTERGOVERNMENTAL</b>	
	43000

		2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
43500	State Grants - Computer Aid	6,914	6,750	6,914	6,900	2.22%
43550	State - Personal Property Aid	2,260	33,703	33,703	65,145	93.29%
	<b>Total INTERGOVERNMENTAL Rev</b>	<b>9,174</b>	<b>40,453</b>	<b>40,617</b>	<b>72,045</b>	<b>78.10%</b>

<b>PUBLIC CHARGES FOR SERVICES</b>	
	46000

		2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
46100	General Government	-	-	-	-	-----
	<b>Total PUBLIC CHARGES Revenue</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-----</b>

<b>MISCELLANEOUS</b>	
	48000

		2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
48000	Miscellaneous	30,682	-	-	-	-----
48100	Interest	-	-	-	-	-----
	<b>Total MISCELLANEOUS Revenue</b>	<b>30,682</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-----</b>

<b>OTHER FINANCING SOURCES</b>	
	49000

		2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
49100	Proceeds of Long-term Debt	-	-	-	-	-----
49200	Transfers from Other Funds	-	-	-	-	-----
49300	Fund Balance Applied	-	-	-	-	-----
	<b>Total OTHER FINANCING SOURCES</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-----</b>

<b>Total TID Revenue</b>	<b>557,419</b>	<b>787,703</b>	<b>787,865</b>	<b>763,645</b>	<b>-3.05%</b>
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**GENERAL BUILDINGS AND PLANT  
LIBRARY FUND - FUND 130**

**MISSION STATEMENT:**

To ensure the upkeep and maintenance of the Library including but not limited to the building, HVAC, water, sewer, telephone, data, and other mechanicals.

**PROGRAM DESCRIPTION:**

The Library was constructed in 2008 using many different environmentally friendly construction techniques. The facility is occasionally rented out with the revenue collected from the rent going to offset building expense.

**PROGRAM OBJECTIVES:**

Review all applicable utilities for energy efficiency opportunities.

Continue maintenance programs and general upkeep.

**GENERAL BUILDINGS AND PLANT BUDGET SUMMARY**

	2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
Total Personnel Services Expense	-	-	-	-	-----
Total Contractual Services Expenses	26,660	31,365	30,390	30,740	-1.99%
Total Supplies and Expenses	15,253	11,000	11,400	12,000	9.09%
<b>Total Expenditures</b>	<u>41,913</u>	<u>42,365</u>	<u>41,790</u>	<u>42,740</u>	0.89%

**GENERAL BUILDINGS AND PLANT (Continued)**  
**LIBRARY FUND - FUND 130**

EXPENDITURES

CONTRACTUAL SERVICES

		2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
51600						
202	Communication	1,653	1,575	1,600	1,650	4.76%
203	Utilities	17,218	22,000	21,000	21,300	-3.18%
207	Support Services	7,789	7,790	7,790	7,790	0.00%
<b>Total CONTRACTUAL SERVICES</b>		<b>26,660</b>	<b>31,365</b>	<b>30,390</b>	<b>30,740</b>	<b>-1.99%</b>

SUPPLIES AND EXPENSES

		2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
51600						
304	Supplies	1,028	1,200	1,400	1,500	25.00%
305	Maintenance	14,225	9,800	10,000	10,500	7.14%
<b>Total SUPPLIES AND EXPENSES</b>		<b>15,253</b>	<b>11,000</b>	<b>11,400</b>	<b>12,000</b>	<b>9.09%</b>
<b>Total GENERAL BLDG AND PLANT</b>		<b>41,913</b>	<b>42,365</b>	<b>41,790</b>	<b>42,740</b>	<b>0.89%</b>

Notes:

- 207** Cleaning services.
- 304** General building supplies are needed including bathroom paper products, cleaning supplies and other general materials. Increase for 2021 is attributed to additional sanitation and PPE supplies for COVID-19.
- 305** General equipment maintenance and repairs increase as the building and equipment ages.



**ROSEMARY GARFOOT PUBLIC LIBRARY  
LIBRARY FUND - FUND 130**

**MISSION STATEMENT:**

The Rosemary Garfoot Public Library provides free and open access to information and the universe of ideas to a diverse and inclusive community. By connecting people to the transformative power of knowledge, the library advances literacy, guides life-long learning, and inspires curiosity. As the first L.E.E.D. (Leadership in Energy and Environmental Design ) certified public library in Wisconsin, the Rosemary Garfoot Public Library promotes environmental stewardship through provision of environmental and ecological collections and implementation of environmental programs.

**PROGRAM DESCRIPTION:**

The Library is a member of the South Central Library System (SCLS) and Dane County Library Service (DCLS). Through membership in SCLS and DCLS, the Library receives supplemental funding and support services. Per contractual agreements with these entities, the Library abides by requirements laid out in the agreements pertaining to staffing levels, finances, open hours, collection development, technology, facility, and resource sharing. The Library also adheres to the law set forth in Wisconsin Statutes, Chapter 43. The Library is staffed by 5.23 FTE employees. Administration is conducted by the Director and Assistant Director, Youth Services are handled by the Children's Librarian, and Circulation Services are overseen by the Circulation Managers. Support Staff consists of Library Assistants.

**PROGRAM OBJECTIVES:**

Ensure continuation of a level of service and collection development citizens have come to expect and deserve.

Ensure the Library remains open and available six days a week.

**ROSEMARY GARFOOT PUBLIC LIBRARY BUDGET SUMMARY**

	2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
Total Personnel Services Expense	263,920	270,750	269,070	276,150	1.99%
Total Contractual Services Expenses	30,224	32,225	31,203	32,658	1.34%
Total Supplies and Expenses	54,174	63,475	64,025	63,725	0.39%
<b>Total Expenditures</b>	<b>348,318</b>	<b>366,450</b>	<b>364,298</b>	<b>372,533</b>	<b>1.66%</b>

**ROSEMARY GARFOOT PUBLIC LIBRARY (Continued)**  
**LIBRARY FUND - FUND 130**

EXPENDITURES

*PERSONNEL SERVICES*

		2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
	55110					
101	Director	66,465	67,100	67,100	68,100	1.49%
102	Assistant Director	43,503	43,900	43,900	44,500	1.37%
103	Librarian	36,490	36,900	36,900	37,400	1.36%
104	Part-Time Staff	49,615	53,000	51,500	53,200	0.38%
110	Bonus Pool	2,912	3,000	2,941	3,000	0.00%
171	Health Insurance	33,488	34,100	34,100	36,800	7.92%
172	Dental	3,070	3,000	3,000	3,000	0.00%
173	Retirement	12,532	13,250	13,250	13,450	1.51%
174	Social Security	12,016	12,400	12,400	12,600	1.61%
175	Medicare	2,810	3,100	2,900	3,000	-3.23%
176	Life Insurance	1,018	1,000	1,079	1,100	10.00%
177	Income Continuation	-	-	-	-	-----
<b>Total PERSONNEL SERVICES Expense</b>		<b>263,920</b>	<b>270,750</b>	<b>269,070</b>	<b>276,150</b>	<b>1.99%</b>

*CONTRACTUAL SERVICES*

		2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
	55110					
201	Postage	278	425	375	375	-11.76%
204	Dues & Subscriptions	504	500	500	500	0.00%
205	Meetings	1,159	3,000	2,000	2,800	-6.67%
206	Printing	243	250	250	250	0.00%
207	Support Services	28,040	28,050	28,078	28,733	2.43%
<b>Total CONTRACTUAL SERVICES Exp</b>		<b>30,224</b>	<b>32,225</b>	<b>31,203</b>	<b>32,658</b>	<b>1.34%</b>

*SUPPLIES AND EXPENSES*

		2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
	55110					
301-000	Equipment	6,099	6,500	6,500	6,500	0.00%
302-000	Technology	1,990	1,750	2,300	1,950	11.43%
304-101	Supplies - Books	24,936	27,140	27,140	27,140	0.00%
304-102	Supplies - Reference Materials	1,405	2,500	2,500	2,500	0.00%
304-103	Supplies - Periodicals	3,484	3,735	3,735	3,735	0.00%
304-104	Supplies - Audiovisual	5,763	9,500	9,500	9,500	0.00%
304-105	Supplies - General	6,300	7,850	7,850	7,900	0.64%
306-000	Programs	2,940	3,000	3,000	3,000	0.00%
399-000	Miscellaneous	1,256	1,500	1,500	1,500	0.00%
<b>Total SUPPLIES AND EXPENSES</b>		<b>54,174</b>	<b>63,475</b>	<b>64,025</b>	<b>63,725</b>	<b>0.39%</b>

<b>Total LIBRARY Expense</b>	<b>348,318</b>	<b>366,450</b>	<b>364,298</b>	<b>372,533</b>	<b>1.66%</b>
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**ROSEMARY GARFOOT PUBLIC LIBRARY (Continued)**  
**LIBRARY FUND - FUND 130**

**EXPENDITURES**

Notes:

**PERSONNEL SERVICES**

- 104** Part-time salaries are being raised almost 5% in anticipation of future minimum wage increases and to be more competitive in garnering qualified applicants for part-time library positions.
- 110** Employees may be provided Merit Pay (i.e. - Bonus) upon successful completion of a Performance Evaluation. Amount of Bonus Pool determined based upon 2% of the total wages for the Department which is the maximum afforded merit pay.
- 171** 2021 Budget assumes 2 employees on the family plan. Health insurance rates are set by the State. The 2021 fee for family is \$1,743.32 per month and for single is \$712.12 per month. The family rates are approximately 8.0% higher than 2020 and single rates are approximately 7.9% higher than 2020. The employee is responsible for paying 12.0% of that cost.
- 173** There are 3 full-time and 2 part-time employees currently enrolled in WRS. The employer contribution rate for general employees is 7.35%, which is the same as 2020.

**CONTRACTUAL SERVICES**

- 204** Includes funding for membership in the Wisconsin Library Association and American Library
- 205** Funding provided for the Director to attend two State conferences and a national conference bi-annually in order to meet continuing education requirements and improve library service.
- 207** This fee provides for the ILS/Link Cat and non-link PC troubleshooting, etc. Also provides for Enterprise Wireless.

**SUPPLIES AND EXPENSES**

- 101-104** Usually these accounts reflect the Library's mission to maintain the Long Range Plan by keeping up with rising book, reference, and periodical prices based on the rate of inflation. With a tight budget year looming, the Library will defer all inflationary materials increases until the 2021 budget.
- 399** Reflects increase in mowing fees.
- 105** Increase is based on rising cost of processing materials such as book covers, cases, tapes, adhesives

**TRANSFERS TO OTHER FUNDS  
LIBRARY FUND - FUND 130**

**MISSION STATEMENT:**

To allow for the ability for the Library Fund to transfer money to other funds as needed and/or approved by the Library Board.

**PROGRAM DESCRIPTION:**

Occasionally, other funds within the Village require money to be transferred from the Library Fund. This line item is included for accounting purposes as the auditor typically identifies when this is necessary according to applicable accounting standards.

**PROGRAM OBJECTIVES:**

Reduces the need to amend the budget if a transfer between funds is needed.

Transfers from the Library Fund will be identified in the annual Audit.

**TRANSFERS TO OTHER FUNDS BUDGET SUMMARY**

	2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
Total Personnel Services Expense	-	-	-	-	-----
Total Contractual Services Expenses	-	-	-	-	-----
Total Supplies and Expenses	-	-	-	-	-----
Total Transfers Expense	-	-	-	-	-----
<b>Total Expenditures</b>	-	-	-	-	-----

**TRANSFERS TO OTHER FUNDS (Continued)**  
**LIBRARY FUND - FUND 130**

EXPENDITURES

		2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
	59200					
59200	Transfers to Other Funds	-	-	-	-	-----
	<b>Total TRANSFERS Expense</b>	-	-	-	-	-----

Village of Cross Plains  
2021 Library Fund Operating Budget

**SUMMARY of REVENUES**

	2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
Taxes	290,794	295,467	295,467	290,323	-1.74%
Intergovernmental Revenues	100,991	104,728	105,066	116,850	11.57%
Fines, Forfeits, & Penalties	2,328	500	500	500	0.00%
Public Charges for Services	5,085	5,220	5,220	4,950	-5.17%
Miscellaneous Revenues	678	900	900	650	-27.78%
Other Financing Sources	2,000	2,000	2,000	2,000	0.00%
<b>Total Budget Revenue</b>	<b>401,876</b>	<b>408,815</b>	<b>409,153</b>	<b>415,273</b>	<b>1.58%</b>

**SUMMARY of EXPENDITURES**

	2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
51600 GENERAL BUILDINGS AND PLANT	41,913	42,365	41,790	42,740	<b>0.89%</b>
55110 ROSEMARY GARFOOT PUBLIC LIBRARY	348,318	366,450	364,298	372,533	<b>1.66%</b>
59200 TRANSFERS TO OTHER FUNDS	-	-	-	-	-----
<b>Total Budget Expenditures</b>	<b>390,231</b>	<b>408,815</b>	<b>406,088</b>	<b>415,273</b>	<b>1.58%</b>

Difference in Revenues over Expenditures	11,645	-	3,065	-
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Village of Cross Plains  
2021 Library Fund Operating Budget

**Index Expenditures Summary**

<i>PERSONNEL SERVICES</i>		2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
101	Department Head	66,465	67,100	67,100	68,100	1.49%
102	First Subordinate	43,503	43,900	43,900	44,500	1.37%
103	Full-Time Employees	36,490	36,900	36,900	37,400	1.36%
104	Part-Time Employees	49,615	53,000	51,500	53,200	0.38%
110	Bonus Pool	2,912	3,000	2,941	3,000	0.00%
171	Health Insurance	33,488	34,100	34,100	36,800	7.92%
172	Dental	3,070	3,000	3,000	3,000	0.00%
173	Retirement	12,532	13,250	13,250	13,450	1.51%
174	Social Security	12,016	12,400	12,400	12,600	1.61%
175	Medicare	2,810	3,100	2,900	3,000	-3.23%
176	Life Insurance	1,018	1,000	1,079	1,100	10.00%
177	Disability Insurance	-	-	-	-	-----
<b>Total PERSONNEL SERVICES Expense</b>		<b>263,920</b>	<b>270,750</b>	<b>269,070</b>	<b>276,150</b>	<b>1.99%</b>

<i>CONTRACTUAL SERVICES</i>		2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
201	Postage	278	425	375	375	-11.76%
202	Communication	1,653	1,575	1,600	1,650	4.76%
203	Utilities	17,218	22,000	21,000	21,300	-3.18%
204	Dues & Subscriptions	504	500	500	500	0.00%
205	Meetings	1,159	3,000	2,000	2,800	-6.67%
206	Printing	243	250	250	250	0.00%
207	Support Services	35,829	35,840	35,868	36,523	1.91%
<b>Total CONTRACTUAL SERVICES Exp</b>		<b>56,884</b>	<b>63,590</b>	<b>61,593</b>	<b>63,398</b>	<b>-0.30%</b>

<i>SUPPLIES AND EXPENSES</i>		2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
301	Equipment	6,099	6,500	6,500	6,500	0.00%
302	Technology	1,990	1,750	2,300	1,950	11.43%
304	Supplies	42,916	51,925	52,125	52,275	0.67%
305	Maintenance	14,225	9,800	10,000	10,500	7.14%
306	Programs	2,940	3,000	3,000	3,000	0.00%
399	Miscellaneous	1,256	1,500	1,500	1,500	0.00%
<b>Total SUPPLIES AND EXPENSES</b>		<b>69,427</b>	<b>74,475</b>	<b>75,425</b>	<b>75,725</b>	<b>1.68%</b>

<i>OTHER</i>		2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
59200	Transfers to Other Funds	-	-	-	-	-----
<b>Total OTHER Expenses</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-----</b>

<b>Total Budget Expenditures</b>	<b>390,231</b>	<b>408,815</b>	<b>406,088</b>	<b>415,273</b>	<b>1.58%</b>
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<b>12/31/2019 Fund Balance</b>	<b>32,421</b>
<b>Estimated 2020 change in Fund Balance</b>	<b>3,065</b>
<b>Est. 12/31/2020 Fund Balance</b>	<b>35,486</b>
<b>Budgeted 2021 change in Fund Balance</b>	<b>-</b>
<b>Est. 12/31/2021 Fund Balance</b>	<b>35,486</b>

**REVENUES  
WATER UTILITY - FUND 660**

**Budget Summary**

<b>PUBLIC CHARGES FOR SERVICES</b>	
	46000

		2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
46450						
461.1	Metered Sales - Residential	234,322	240,000	315,000	340,000	41.67%
461.2	Metered Sales - Commercial	23,642	24,000	24,000	24,000	0.00%
461.3	Metered Sales - Industrial	5,535	5,500	10,000	10,000	81.82%
461.4	Metered Sales - Irrigation	20,129	20,000	28,500	22,000	10.00%
461.5	Metered Sales - Multi-Family	26,440	22,500	44,500	46,500	106.67%
461.6	Metered Sales - Public Authority	-	-	12,000	10,000	-----
462.1	Private Fire Protection	3,271	3,250	3,250	3,250	0.00%
462.2	Private Fire Protection - Commercial	6,231	6,250	6,250	6,250	0.00%
462.3	Private Fire Protection - Industrial	1,858	2,000	1,850	1,850	-7.50%
463.0	Public Fire Protection	137,807	139,000	173,000	186,000	33.81%
465.0	Other Water Sales	1,533	1,500	1,500	1,500	0.00%
470.0	Forfeited Discounts	3,579	2,500	2,750	3,000	20.00%
474.0	Other Water Revenues	4,967	10,000	10,000	10,000	0.00%
<b>Total PUBLIC CHARGES Rev.</b>		<b>469,314</b>	<b>476,500</b>	<b>632,600</b>	<b>664,350</b>	<b>39.42%</b>

<b>MISCELLANEOUS REVENUES</b>	
	48000

		2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
48000						
419.0	Interest Income	1,334	1,000	1,000	1,000	0.00%
421.0	Misc Non-Operating Income	-	-	-	-	-----
425.0	Miscellaneous Amortization	13,957	14,000	14,000	14,000	0.00%
<b>Total MISCELLANEOUS Rev</b>		<b>15,291</b>	<b>15,000</b>	<b>15,000</b>	<b>15,000</b>	<b>0.00%</b>

<b>OTHER FINANCING SOURCES</b>	
	49000

		2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
49200						
000.0	Proceeds from Long Term Debt	4,077	-	-	-	-----
433.0	Transfers from Other Funds	33,500	33,500	33,500	33,500	0.00%
<b>Total OTHER FINANCING Rev.</b>		<b>37,577</b>	<b>33,500</b>	<b>33,500</b>	<b>33,500</b>	<b>0.00%</b>

<b>Total Water Revenue</b>	<b>522,182</b>	<b>525,000</b>	<b>681,100</b>	<b>712,850</b>	<b>35.78%</b>
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**GENERAL ADMINISTRATION  
WATER UTILITY - FUND 660**

**MISSION STATEMENT:**

To provide efficient management and oversight of the Water Utility to ensure continued accurate service.

**PROGRAM DESCRIPTION:**

The Water Utility is administered through a combination of Village Staff members sharing in the various responsibilities. The Finance Director/Treasurer and Admin Assistant are responsible for all the financial aspects of the utility including billing, collections, complaints, calls for service, and general accounting. Billing is conducted monthly and meters are read via radio meters by the Admin Assistant and Public Facilities Staff. The Utility is also responsible for a portion of employee benefits, insurance, regulatory fees, and other general administrative expenses. The Utility is responsible to the Public Service Commission (PSC) as the regulator commission.

**PROGRAM OBJECTIVES:**

Continued staff assistance as applicable to transition to all radio meter reading.

Timely responses to all billings questions and complaints.

**EXPENDITURES**

		2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
	51400					
901.0	Finance Director/Treasurer	16,944	17,200	17,200	18,250	6.10%
902.0	Meter Reading Labor	4,892	5,250	15,000	5,300	0.95%
920.0	General Administration	31,448	32,800	32,800	33,900	3.35%
921.0	Operation - Expense	3,020	2,250	3,000	3,000	33.33%
923.0	Contracted Services	19,705	13,000	18,000	21,650	66.54%
924.0	Property Insurance	13,893	15,500	15,500	15,700	1.29%
926.0	Employee Benefits	20,591	-	-	-	-----
926.171	Health Insurance	10,638	22,000	25,750	27,800	26.36%
926.172	Dental Insurance	556	1,000	1,000	750	-25.00%
926.173	Retirement	2,694	8,000	8,000	8,450	5.63%
926.174	Social Security	2,309	7,000	7,000	7,100	1.43%
926.175	Medicare	540	2,000	1,900	2,050	2.50%
926.176	Life Insurance	73	500	400	500	0.00%
928.0	Regulatory Commission	494	500	500	500	0.00%
930.0	Miscellaneous	301	500	600	500	0.00%
932.0	Maintenance of General Plant	-	500	500	-	-100.00%
	<b>Total ADMIN &amp; GENERAL Exp.</b>	<b>128,099</b>	<b>128,000</b>	<b>147,150</b>	<b>145,450</b>	<b>13.63%</b>

Notes:

- 901.0** Provides funding for 25% of the salary for the Finance Director/Treasurer/Clerk.
- 902.0** Funding for a portion of the wages for Public Facilities Staff for meter reading and meter replacements.
- 920.0** Provides funding for 25% of the salary for the Village Administrator, 15% for the Deputy Clerk-Treasurer, and 20% for the Administrative Assistant.
- 921.0** Funding to support the operations of the Utility including supplies, technology, communications, etc.
- 923.0** Includes assistance from consulting firms for the annual audit, engineering, and other services.
- 926.0** The same percentage of employee wages allocated to the utility is also used to allocate employee benefits. The Utility is responsible for paying the full cost of the Employee's time for the work that they provide.

**FINANCIAL ADMINISTRATION  
WATER UTILITY - FUND 660**

**MISSION STATEMENT:**

Ensure best practices are employed as available to provide strong financial management of the utility.

**PROGRAM DESCRIPTION:**

The water service is regulated by the Public Service Commission (PSC) as a utility. This section is established to account for the financial aspects required to be presented within the annual budget.

**PROGRAM OBJECTIVES:**

Improve ongoing financial management of the Utility.

**EXPENDITURES**

		2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
	51500					
403.0	Depreciation	139,719	115,000	115,000	120,000	4.35%
408.0	Taxes	111,054	110,000	110,000	111,000	0.91%
426.0	Principal on Long-Term Debt	-	-	-	-	-----
427.0	Interest on Long-Term Debt	45,849	43,500	43,500	41,200	-5.29%
429.0	Principal on Debt to Municipality	-	-	-	-	-----
430.0	Interest on Debt to Municipality	2,500	6,400	6,600	4,500	-29.69%
435.0	Debt Issue Expense	2,041	-	-	-	-----
	<b>Total FINANCE ADMIN Exp.</b>	<b>301,164</b>	<b>274,900</b>	<b>275,100</b>	<b>276,700</b>	<b>0.65%</b>

Notes:

- 403.0** Determined by the Auditor at year end and required in the budget according to current accounting standards.
- 408.0** The Utility is responsible to refund the General Fund for what it would otherwise have to pay for Property Taxes. This payment is made as a Payment in Lieu of Taxes (PILOT). This number remains consistent from year to year and is determined by the Auditor.
- 427.0** Includes interest payments for the 2015B Revenue Bonds for the US Highway 14 (Main Street) reconstruction project and for the 2018A Revenue Bonds for the County Hwy P reconstruction project.
- 430.0** This is Interest owed to the Debt Service Fund for 2012 Borrowing set to expire in 2022, 2016 Borrowing set to expire in 2026, and 2019 Borrowing set to expire in 2029.

**WATER SERVICE  
WATER UTILITY - FUND 660**

**MISSION STATEMENT:**

To provide safe, reliable, and clean drinking water to all customers of the Village of Cross Plains.

**PROGRAM DESCRIPTION:**

Through the Public Facilities Department, water service is provided through two main wells within the Village. They are responsible for the day to day operations, as applicable, of the Supply Source, Pumping, Treatment, Transmission, and Distribution.

**PROGRAM OBJECTIVES:**

Limit or prevent all service outages as available.

Explore new areas to be more efficient in the delivery of this service.

**WATER SERVICE BUDGET SUMMARY**

	2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
Total Supply Source Expense	12,208	9,100	10,100	8,500	-6.59%
Total Pumping Expense	34,403	38,300	37,400	35,800	-6.53%
Total Water Treatment Expense	11,897	13,350	13,350	13,100	-1.87%
Total Transmission & Distribution Expense	66,869	130,500	130,500	128,000	-1.92%
<b>Total Expenditures</b>	<b>125,377</b>	<b>191,250</b>	<b>191,350</b>	<b>185,400</b>	<b>-3.06%</b>

EXPENDITURES

SUPPLY SOURCE (WELLS)

		2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
	53700					
601.1	Operation - Labor	1,867	3,100	3,100	2,500	-19.35%
601.2	Operation - Expense	4,080	4,500	4,500	4,500	0.00%
614.1	Maintenance - Labor	-	-	-	-	-----
614.2	Maintenance - Expense	6,261	1,500	2,500	1,500	0.00%
<b>Total SUPPLY SOURCE Exp.</b>		<b>12,208</b>	<b>9,100</b>	<b>10,100</b>	<b>8,500</b>	<b>-6.59%</b>

PUMPING

		2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
	53700					
623.0	Power for Pumping	28,643	31,000	30,000	28,000	-9.68%
624.1	Operation - Labor	5,552	6,300	6,300	6,300	0.00%
624.2	Operation - Expense	-	-	-	-	-----
633.1	Maintenance - Labor	208	-	100	-	-----
633.2	Maintenance - Expense	-	1,000	1,000	1,500	50.00%
<b>Total PUMPING Expense</b>		<b>34,403</b>	<b>38,300</b>	<b>37,400</b>	<b>35,800</b>	<b>-6.53%</b>

WATER TREATMENT

		2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
	53700					
641.0	Chemicals	-	-	-	-	-----
642.1	Operation - Labor	5,898	6,600	6,600	6,600	0.00%
642.2	Operation - Expense	4,660	5,000	5,000	5,000	0.00%
652.1	Maintenance - Labor	-	250	250	-	-100.00%
652.2	Maintenance - Expense	1,339	1,500	1,500	1,500	0.00%
<b>Total WATER TREAT Exp.</b>		<b>11,897</b>	<b>13,350</b>	<b>13,350</b>	<b>13,100</b>	<b>-1.87%</b>

TRANSMISSION AND DISTRIBUTION

		2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
	53700					
661.0	Storage Facilities	-	7,000	5,000	2,500	-64.29%
662.1	Operation - Labor	37,513	32,000	33,000	33,000	3.13%
662.2	Operation - Expense	1,445	14,000	10,000	10,000	-28.57%
671.0	Maintenance of Reservoirs	-	3,000	5,500	3,000	0.00%
673.0	Maintenance of Mains	18,033	24,000	24,000	24,000	0.00%
675.0	Maintenance of Services	2,447	8,000	8,000	8,000	0.00%
676.0	Maintenance of Meters	3,063	10,000	20,000	15,000	50.00%
677.0	Maintenance of Hydrants	4,367	2,500	5,000	2,500	0.00%
678.0	Replacement of Hydrants	-	30,000	20,000	30,000	0.00%
<b>Total TRANS. &amp; DIST. Expense</b>		<b>66,869</b>	<b>130,500</b>	<b>130,500</b>	<b>128,000</b>	<b>-1.92%</b>

Notes:

**662.2** Includes additional funds for 2020 and beyond to comply with Cross Connection Inspection rules.

**673.0** Provides funds for the expenses related to responding to water main breaks.

<b>Total WATER SERVICE Exp.</b>	<b>125,377</b>	<b>191,250</b>	<b>191,350</b>	<b>185,400</b>	<b>-3.06%</b>
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**CAPITAL OUTLAY  
WATER UTILITY - FUND 660**

**MISSION STATEMENT:**

Incorporate appropriate levels of capital expenditures offset by long term borrowing to properly replace aging infrastructure.

**PROGRAM DESCRIPTION:**

This budget will list any capital expenses within the Water Utility proposed for the coming year. These expenses are entirely offset by borrowed money.

**PROGRAM OBJECTIVES:**

Complete final engineering plans and construct Well #3.

EXPENDITURES

		2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
	57000					
207.000	Support Services	-	55,000	55,000	-	-100.00%
801.000	Vehicle	-	-	-	-	-----
803.000	Equipment	-	-	-	-	-----
805.105	Infrastructure - Well #3	-	-	140,000	2,300,000	-----
	<b>Total SUPPLY SOURCE Exp.</b>	-	<b>55,000</b>	<b>195,000</b>	<b>2,300,000</b>	<b>4081.82%</b>

Notes:

**805.105** Well #3 construction and SCADA upgrade.

Village of Cross Plains

2021 Water Utility Operating Budget

**SUMMARY of REVENUES**

		2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
46450	PUBLIC CHARGES FOR SERVICES	469,314	476,500	632,600	664,350	39.42%
48000	MISCELLANEOUS REVENUES	15,291	15,000	15,000	15,000	0.00%
49200	OTHER FINANCING SOURCES	37,577	33,500	33,500	33,500	0.00%
<b>Total Budget Revenue</b>		<b>522,182</b>	<b>525,000</b>	<b>681,100</b>	<b>712,850</b>	<b>35.78%</b>

**SUMMARY of EXPENDITURES**

		2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
51400	GENERAL ADMINISTRATION	128,099	128,000	147,150	145,450	13.63%
51500	FINANCIAL ADMINISTRATION	301,164	274,900	275,100	276,700	0.65%
53700	WATER SERVICE	125,377	191,250	191,350	185,400	-3.06%
57000	CAPITAL OUTLAY	-	55,000	195,000	2,300,000	4081.82%
99999	PENSION CLEARING ACCOUNT	1,976	-	-	-	-----
<b>Total Budget Expenditures</b>		<b>556,615</b>	<b>649,150</b>	<b>808,600</b>	<b>2,907,550</b>	<b>347.90%</b>

**Change in Net Position** (34,433) (124,150) (127,500) (2,194,700)



**REVENUES  
SEWER UTILITY - FUND 670**

**Budget Summary**

<b>PUBLIC CHARGES FOR SERVICES</b>	
	46000

		2019 Actual	2020 Budget	2020 Projected	20201 Budget	% Change vs. 2020
46410						
501	Residential	1,165,336	1,160,000	1,170,000	1,170,000	0.86%
502	Commercial	102,686	106,000	80,000	82,000	-22.64%
503	Industrial	39,278	38,000	41,000	42,000	10.53%
504	OTR Sales to the Public	44,582	52,000	48,000	54,000	3.85%
505	Liquid Connection Fee	5,276	13,600	-	70,000	414.71%
506	Sludge Connection Fee	2,480	6,200	-	30,000	383.87%
46450	Forfeited Discounts	6,151	9,000	3,500	7,000	-22.22%
<b>Total PUBLIC CHARGES</b>		<b>1,365,788</b>	<b>1,384,800</b>	<b>1,342,500</b>	<b>1,455,000</b>	<b>5.07%</b>

<b>MISCELLANEOUS REVENUES</b>	
	48000

		2019 Actual	2020 Budget	2020 Projected	20201 Budget	% Change vs. 2020
48000	Miscellaneous Revenue	2,137	1,000	1,000	1,000	0.00%
48100	Interest	8,988	25,000	25,000	10,000	-60.00%
<b>Total MISCELLANEOUS Rev</b>		<b>11,124</b>	<b>26,000</b>	<b>26,000</b>	<b>11,000</b>	<b>-57.69%</b>

<b>OTHER FINANCING SOURCES</b>	
	49000

		2019 Actual	2020 Budget	2020 Projected	20201 Budget	% Change vs. 2020
49100	Proceeds of Long-term Debt	-	-	-	-	-----
49200	Transfers from Other Funds	54,750	54,750	54,750	54,750	0.00%
49300	Fund Balance Applied	-	100,000	-	-	-100.00%
49500	Capital Contributions	-	-	-	-	-----
<b>Total OTHER FINANCING</b>		<b>54,750</b>	<b>154,750</b>	<b>54,750</b>	<b>54,750</b>	<b>-64.62%</b>

<b>Total Sewer Revenue</b>	<b>1,431,663</b>	<b>1,565,550</b>	<b>1,423,250</b>	<b>1,520,750</b>	<b>-2.86%</b>
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**ACCOUNTING  
SEWER UTILITY - FUND 670**

**MISSION STATEMENT:**

To ensure the proper financial management and accounting of the Sewer Utility as an Enterprise Fund.

**PROGRAM DESCRIPTION:**

The annual audit includes an independent review of the Sewer Utility to comply accounting rules and regulations. The Sewer Utility is established as an enterprise fund which is run like a business. The service for sale is the treatment of wastewater from the resident or business. The fee paid through the rate schedule is the main source of revenue that is used to offset the expenses associated with treating the wastewater and returning it to Black Earth Creek.

**PROGRAM OBJECTIVES:**

Maintain compliance with applicable laws and accounting standards.

Improve reporting of finance related information to the public.

**ACCOUNTING BUDGET SUMMARY**

REVENUES

	2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
<b>Allocated Revenues</b>	<b>453,862</b>	<b>438,800</b>	<b>441,800</b>	<b>440,850</b>	<b>0.47%</b>

EXPENDITURES

	2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
51510					
207 Support Services	17,182	10,000	13,000	13,250	32.50%
502 Depreciation	411,454	415,000	415,000	413,000	-0.48%
503 Amortization	3,354	4,800	4,800	3,500	-27.08%
507 Joint Meter Expense	17,755	5,000	5,000	7,000	40.00%
508 Taxes	4,117	4,000	4,000	4,100	2.50%
<b>Total ACCOUNTING Expense</b>	<b>453,862</b>	<b>438,800</b>	<b>441,800</b>	<b>440,850</b>	<b>0.47%</b>

Notes:

**207** Includes funding for annual audit and annual software support contract.

**502-503** Both of these line items are determined by the Auditor and required in the budget according to current accounting standards.

**508** The Utility is responsible to refund the General Fund for what it would otherwise have to pay for Property Taxes. This payment is made as a Payment in Lieu of Taxes (PILOT). This number remains consistent from year to year and is determined by the Auditor.

**GENERAL BUILDINGS AND PLANT  
SEWER UTILITY - FUND 670**

**MISSION STATEMENT:**

To efficiently maintain and provide a functional sewage treatment plant facility.

**PROGRAM DESCRIPTIONS:**

The current treatment plant was constructed in 2005 and requires funding for utilities, basic maintenance, and grounds

**PROGRAM OBJECTIVES:**

Explore opportunities for facility improvement.

Continue to maintain facility to provide for efficient sewage treatment.

**GENERAL BUILDINGS AND PLANT BUDGET SUMMARY**

REVENUES

	2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
<b>Allocated Revenue</b>	<b>60,857</b>	<b>63,000</b>	<b>63,000</b>	<b>73,000</b>	<b>15.87%</b>

EXPENDITURES

	2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
51600					
202 Communication	5,075	6,000	5,500	6,000	0.00%
203 Utilities	55,782	55,000	55,500	65,000	18.18%
305 General Maintenance	-	2,000	2,000	2,000	0.00%
<b>Total BUILD &amp; PLANT Exp</b>	<b>60,857</b>	<b>63,000</b>	<b>63,000</b>	<b>73,000</b>	<b>15.87%</b>

Notes:

**202** Includes cell phone for operators, land line, and internet connection.

**203** The facility is operational 24 hours a day, 7 days a week, and 365 days a year, and requires consistent power supply during that time for the treatment process.

**SEWAGE SERVICE  
SEWER UTILITY - FUND 670**

**MISSION STATEMENT:**

To provide safe treatment of wastewater and return the water back to the environment according to applicable rules and regulations.

**PROGRAM DESCRIPTIONS:**

The Village operates a sanitary sewer system that collects wastewater from nearly all properties within the Village. The wastewater flows through a collection of pipes by gravity to a plant that treats the wastewater through a staged process in order to bring its purification level to an acceptable standard for it to be returned back into Black Earth Creek. The Plant is overseen by an Operator along with assistance from technology that automates nearly all of the process and Public Facilities Staff.

**PROGRAM OBJECTIVES:**

- Explore new ways to automate the plant in order to lower service costs.
- Return water to Black Earth Creek at acceptable standards for water treatment.

**SEWAGE SERVICE BUDGET SUMMARY**

REVENUES		2019	2020	2020	2021	% Change
		Actual	Budget	Projected	Budget	vs. 2020
<b>Allocated Revenue</b>		<b>383,535</b>	<b>364,500</b>	<b>357,350</b>	<b>352,450</b>	<b>-3.31%</b>
<b>EXPENDITURES</b>						
PERSONNEL SERVICES		2019	2020	2020	2021	% Change
		Actual	Budget	Projected	Budget	vs. 2020
53610						
101	Plant Operation	46,941	53,300	53,300	53,800	0.94%
102	Collection System Maintenance	17,132	20,100	20,100	20,300	1.00%
103	Billing Administration	16,944	17,000	17,200	18,250	7.35%
104	General Administration	31,458	32,750	32,750	33,700	2.90%
171	Health Insurance	32,068	35,000	35,500	38,300	9.43%
172	Dental	1,581	1,500	1,500	1,500	0.00%
173	Retirement	7,182	9,750	9,000	10,100	3.59%
174	Social Security	6,254	8,100	7,500	8,200	1.23%
175	Medicare	1,462	2,300	1,700	2,300	0.00%
176	Life Insurance	377	500	500	500	0.00%
177	Disability Insurance	-	-	-	-	-----
<b>Total PERSONNEL SERVICES Exp</b>		<b>161,397</b>	<b>180,300</b>	<b>179,050</b>	<b>186,950</b>	<b>3.69%</b>

Notes:

- 101** Plant Operation provides funding for the Treatment Plant Operator and other Public Facilities Staff as needed. Wages are allocated on an actual basis through the employees timecards.
- 102** Provides funding for Public Facilities Staff to work on the sewer mains for cleaning purposes, repairs, and other general maintenance as needed.
- 103** 25% of the salary for the Finance Director/Treasurer/Clerk is allocated to this line item. This position handles the finance administration for the utility including the billing and collection.
- 104** Additional salaries from general Village Staff is allocated to this line item to account for their assistant in customer service and other tasks as assigned throughout the year.
- 171-177** Similar to wages, funding is provided for to cover the related benefit costs per employee. This allocation is done by percentage and is specific to the employee.

**SEWAGE SERVICE (Continued)  
SEWER UTILITY - FUND 670**

EXPENDITURES (Continued)

*CONTRACTUAL SERVICES*

		2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
53610						
201	Postage	2,273	2,200	2,300	2,300	4.55%
205	Meetings	1,172	1,500	1,500	1,500	0.00%
206	Printing	708	1,000	1,000	1,000	0.00%
207	Support Services	29,876	28,000	26,000	20,000	-28.57%
208	Legal	-	500	500	500	0.00%
209	Insurance	18,524	19,000	19,000	19,200	1.05%
<b>Total CONTRACTUAL Exp</b>		<b>52,552</b>	<b>52,200</b>	<b>50,300</b>	<b>44,500</b>	<b>-14.75%</b>

Notes:

**207** Provides funding for required laboratory testing.

*SUPPLIES AND EXPENSES*

		2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
53610						
301	Equipment	17,768	20,000	20,000	15,000	-25.00%
302	Technology	577	2,000	2,000	2,000	0.00%
303	Fuel	1,670	8,000	4,000	8,000	0.00%
304	Supplies	8,913	10,000	10,000	10,000	0.00%
305	General Maintenance	19,474	22,000	22,000	16,000	-27.27%
307	System Maintenance	118,567	65,000	65,000	65,000	0.00%
399	Miscellaneous	20	2,000	2,000	2,000	0.00%
501	Compliance Fees	2,596	3,000	3,000	3,000	0.00%
<b>Total SUPPLIES AND EXPENSES</b>		<b>169,586</b>	<b>132,000</b>	<b>128,000</b>	<b>121,000</b>	<b>-8.33%</b>

Notes:

**301** Includes the replacement of a pump motor, general tools/equipment, and other safety equipment for general needs and confined space.

**302** Required maintenance on the SCADA System (automated system that runs the treatment plant

**305** Provides funding for maintenance on vehicles and related equipment.

**307** Lift station maintenance, chemicals, and various aspects of the collection system that require additional work.

**501** Annual fee for compliance with the DNR. Charge is based on the amount of water discharged back to Black Earth Creek.

<b>Total SEWAGE SERVICE Expense</b>	<b>383,535</b>	<b>364,500</b>	<b>357,350</b>	<b>352,450</b>	<b>-3.31%</b>
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## SOLID WASTE DISPOSAL SEWER UTILITY - FUND 670

**MISSION STATEMENT:**

To provide for clean and safe disposal of bio-solid material removed from wastewater.

**PROGRAM DESCRIPTIONS:**

The Village is capable of treating the wastewater and returning it to Black Earth Creek. However, we are not able to fully dispose of the biosolid material that is removed from the water. The Village partners with Dane-Iowa Wastewater Treatment to properly dispose of the remaining materials.

**PROGRAM OBJECTIVES:**

Continue to partner with Dane-Iowa for proper biosolid disposal.

Explore different ways to be more efficient in material disposal.

### SOLID WASTE DISPOSAL BUDGET SUMMARY

REVENUES

	2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
<b>Allocated Revenue</b>	<b>107,238</b>	<b>140,000</b>	<b>120,000</b>	<b>120,000</b>	<b>-14.29%</b>

EXPENDITURES

	2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
53630					
207 Support Services	107,238	140,000	120,000	120,000	-14.29%
<b>Total WASTE DISPOSAL Exp</b>	<b>107,238</b>	<b>140,000</b>	<b>120,000</b>	<b>120,000</b>	<b>-14.29%</b>

**SEWAGE SERVICE CAPITAL OUTLAY  
SEWER UTILITY - FUND 670**

**MISSION STATEMENT:**

To ensure for proper financial planning related to sewer capital equipment, vehicle, and infrastructure needs.

**PROGRAM DESCRIPTIONS:**

The Sewer Utility is responsible for its own assets and manages its own projects including engineering and construction depending on the capital improvement need.

**PROGRAM OBJECTIVES:**

Study and plan for impacts on new Phosphorous Regulations

**SEWAGE SERVICE CAPITAL OUTLAY BUDGET SUMMARY**

REVENUES

	2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
<b>Allocated Revenue</b>	<b>83,207</b>	<b>171,000</b>	<b>71,000</b>	<b>356,000</b>	<b>108.19%</b>

EXPENDITURES

	2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
57410					
207-000 Support Services	5,725	15,000	15,000	50,000	233.33%
801-000 Vehicle	-	-	-	-	-----
803-000 Equipment	2,163	-	-	200,000	-----
804-000 Stream Monitoring	75,319	56,000	56,000	56,000	0.00%
804-101 Phosphorus Compliance	-	100,000	-	50,000	-50.00%
805-101 Liquid Connection Fee	-	-	-	-	-----
805-102 Sludge Connection Fee	-	-	-	-	-----
805-103 Infrastructure - US Highway 14 (Main St)	-	-	-	-	-----
805-104 Infrastructure - County Hwy P (Church S	-	-	-	-	-----
805-106 Infrastructure - 2018 Flood	-	-	-	-	-----
<b>Total CAPITAL OUTLAY Expense</b>	<b>83,207</b>	<b>171,000</b>	<b>71,000</b>	<b>356,000</b>	<b>108.19%</b>

Notes:

- 207-000** Planning and engineering to conduct an inflow/outflow study of the entire collection system.
- 803-000** SCADA system upgrade.
- 804-000** Upgrade facility equipment to utilize chemicals to meet phosphorus requirements.

**DEBT SERVICE  
SEWER UTILITY - FUND 670**

**MISSION STATEMENT:**

The Sewer Utility will continue to meet all debt obligations on time and review opportunities to help lower interest expense.

**PROGRAM DESCRIPTIONS:**

The Sewer Utility currently has one major loan outstanding for the treatment plant's construction in 2005. This loan was taken out through the Clean Water Fund which is administered through the Department of Natural Resources as a means to provide low interest rates to sanitary sewer projects.

**PROGRAM OBJECTIVES:**

Pay debt obligations in a timely manner.

Examine new ways to lower interest through early repayment and refinancing as available.

**DEBT SERVICE BUDGET SUMMARY**

REVENUES

	2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
<b>Allocated Revenue</b>	<b>138,837</b>	<b>127,000</b>	<b>127,000</b>	<b>104,900</b>	<b>-17.40%</b>

EXPENDITURES

	2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
58000					
602 Interest	117,500	95,000	95,000	83,750	-11.84%
605 Interest on Debt to Municipality	5,654	32,000	32,000	21,150	-33.91%
606 Debt Issue Expense	15,683	-	-	-	-----
<b>Total DEBT SERVICE Expense</b>	<b>138,837</b>	<b>127,000</b>	<b>127,000</b>	<b>104,900</b>	<b>-17.40%</b>

Notes:

**602** Includes payments on 2005 Revenue Bonds, 2015C Revenue Bonds, and 2018B Revenue Bonds. The 2015 and 2018 debts were borrowed by the Sewer Fund directly from the State through their Clean

**605** The Sewer Fund has also had some smaller borrowings that have been included in the Capital Fund and paid for by the Debt Service Fund. This debt is not borrowed directly by the fund and the amounts included reflect the Sewer Fund's share in this expense based on the amount it borrowed.

**TRANSFERS TO OTHER FUNDS  
SEWER UTILITY - FUND 670**

**MISSION STATEMENT:**

To allow for the ability for the Sewer Fund to transfer money to other funds as needed and/or approved by the Village

**PROGRAM DESCRIPTIONS:**

Occasionally, other funds within the Village require money to be transferred from the Sewer Fund. This line item is included for accounting purposes as the auditor typically identifies when this is necessary according to applicable

**PROGRAM OBJECTIVES:**

Reduces the need to amend the budget if a transfer between funds is needed.

Transfers from the Sewer Fund will be identified in the annual Audit.

**TRANSFERS TO OTHER FUNDS BUDGET SUMMARY**

REVENUES

	2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
<b>Allocated Revenue</b>	-	-	-	-	-----

EXPENDITURES

Dept. No.		2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
59200	Transfers	-	-	-	-	-----
	<b>Total TRANSFER Expense</b>	-	-	-	-	-----



Village of Cross Plains  
2020 Sewer Utility Operating Budget

**SUMMARY of REVENUES**

	2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
PUBLIC CHARGES FOR SERVICES	1,365,788	1,384,800	1,342,500	1,455,000	5.07%
MISCELLANEOUS REVENUES	11,124	26,000	26,000	11,000	-57.69%
OTHER FINANCING SOURCES	54,750	154,750	54,750	54,750	-64.62%
<b>Total Budget Revenue</b>	<b>1,431,663</b>	<b>1,565,550</b>	<b>1,423,250</b>	<b>1,520,750</b>	<b>-2.86%</b>

**SUMMARY of EXPENDITURES**

	2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
51510 ACCOUNTING	453,862	438,800	441,800	440,850	0.47%
51600 GENERAL BUILDINGS AND PLANT	60,857	63,000	63,000	73,000	15.87%
53610 SEWAGE SERVICE	383,535	364,500	357,350	352,450	-3.31%
53630 SOLID WASTE DISPOSAL	107,238	140,000	120,000	120,000	-14.29%
57410 SEWAGE SERVICE CAPITAL OUTLAY	83,207	171,000	71,000	356,000	108.19%
58000 DEBT SERVICE	138,837	127,000	127,000	104,900	-17.40%
59200 TRANSFERS TO OTHER FUNDS	-	-	-	-	-----
99999 PENSION CLEARING ACCOUNT	17,620	-	-	-	-----
<b>Total Budget Expenditures</b>	<b>1,245,156</b>	<b>1,304,300</b>	<b>1,180,150</b>	<b>1,447,200</b>	<b>10.96%</b>

<i>Change in Net Position</i>	186,506	261,250	243,100	73,550
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**BALANCE SHEET BUDGETING**

	2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
20000-224 PROCEEDS OF LONG-TERM DEBT	630,000	-	-	-	
20000-224 PRINCIPAL	(448,494)	(485,261)	(485,261)	(497,475)	2.52%
20000-224 PRINCIPAL ON DEBT TO MUNICIPALITY	(45,000)	(79,571)	(79,571)	(89,500)	12.48%
15310-000 DUE FROM TIF	-	-	143,895	128,230	-----
10000-125-300 TREATMENT FACILITY REPL FUND	(65,440)	(65,368)	(65,368)	(65,368)	0.00%
10000-125-500 COLLECTION SYSTEM REPL FUND	(80,168)	(82,573)	(82,573)	(85,050)	3.00%
<b>Total Balance Sheet Items</b>	<b>(9,102)</b>	<b>(712,773)</b>	<b>(568,878)</b>	<b>(609,163)</b>	<b>-14.54%</b>

**CASH FLOW ADJUSTMENTS**

	2019 Actual	2020 Budget	2020 Projected	2021 Budget	% Change vs. 2020
10000-125-100 SLUDGE CONNECTION FEE	(2,480)	(6,200)	-	(30,000)	
10000-125-200 LIQUID CONNECTION FEE	(5,276)	(13,600)	-	(70,000)	414.71%
51510-502 DEPRECIATION	411,454	415,000	415,000	413,000	-0.48%
51510-503 AMORTIZATION	3,354	4,800	4,800	3,500	-27.08%
99999 PENSION CLEARING ACCOUNT	17,620	-	-	-	-----
CAPITAL ASSET PURCHASES	(232,270)	-	-	-	-----
NET CHANGE IN A/R & A/P	89,857	-	(561,500)	(61,500)	-----
<b>Total Cash Flow Adjustments</b>	<b>282,259</b>	<b>400,000</b>	<b>(141,700)</b>	<b>255,000</b>	<b>-36.25%</b>

<b>Potential Increase (Decrease) in Cash</b>	459,663	(51,523)	(467,478)	(280,613)
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Village of Cross Plains

2020 Sewer Utility Operating Budget

<b>12/31/2019 Unassigned Fund Balance</b>	470,197
<b>Estimated 2020 change in Fund Balance</b>	<u>(326,900)</u>
<b>Est. 12/31/2020 Fund Balance</b>	143,297
<b>Budgeted 2021 change in Fund Balance</b>	<u>(136,312)</u>
<b>Est. 12/31/2021 Unassigned Fund Balance</b>	6,985

<b>12/31/2019 CWF Sinking Fund Balance</b>	358,880
<b>Estimated 2020 change in Balance</b>	<u>7,363</u>
<b>Est. 12/31/2020 CWF Sinking Fund Balance</b>	366,243
<b>Budgeted 2021 change in Balance</b>	<u>6,117</u>
<b>Est. 12/31/2021 CWF Sinking Fund Balance</b>	372,360

<b>12/31/2019 Depreciation Fund Balance</b>	306,932
<b>Estimated 2020 change in Balance</b>	<u>82,573</u>
<b>Est. 12/31/2020 Depreciation Fund Balance</b>	389,505
<b>Budgeted 2021 change in Balance</b>	<u>35,050</u>
<b>Est. 12/31/2021 Depreciation Fund Balance</b>	424,555

<b>12/31/2019 Equip Replacement Fund Balance</b>	705,165
<b>Estimated 2020 change in Balance</b>	<u>-</u>
<b>Est. 12/31/2020 Equip Replacement Fund Bal</b>	705,165
<b>Budgeted 2021 change in Balance</b>	<u>-</u>
<b>Est. 12/31/2021 Equip Replacement Fund Bal</b>	705,165

<b>12/31/2019 Stabilization Fund Balance</b>	385,000
<b>Estimated 2020 change in Balance</b>	<u>65,368</u>
<b>Est. 12/31/2020 Stabilization Fund Bal</b>	450,368
<b>Budgeted 2021 change in Balance</b>	<u>65,368</u>
<b>Est. 12/31/2021 Stabilization Fund Bal</b>	515,736

<b>12/31/2019 Biosolid Connection Fees Balance</b>	2,480
<b>Estimated 2020 change in Balance</b>	<u>-</u>
<b>Est. 12/31/2020 Biosolid Connection Fees Bal</b>	2,480
<b>Budgeted 2021 change in Balance</b>	<u>30,000</u>
<b>Est. 12/31/2021 Biosolid Connection Fee Bal</b>	32,480

<b>12/31/2019 Liquid Connection Fees Balance</b>	250,302
<b>Estimated 2020 change in Balance</b>	<u>-</u>
<b>Est. 12/31/2020 Liquid Connection Fees Bal</b>	250,302
<b>Budgeted 2021 change in Balance</b>	<u>70,000</u>
<b>Est. 12/31/2021 Liquid Connection Fee Bal</b>	320,302